

Minutes
Town of West Bend Plan Commission
Thursday July 23rd, 2020 6:30 PM
Town of West Bend Town Hall

1. Order of Business.

A. Call Meeting to Order.

Chairman Mike Holz called the meeting, accessed via Zoom and the telephone, and at the town hall to order about 6:30 PM.

B. Roll Call.

Present were commission members John Behrens, Mike Holz, Julie Ihlenfeld, Jim Heipp, Dave Moore, Troy Zagel, and Jim Tukesbrey. Jeff Kenkel was excused. Also present via Zoom was Zoning Administrator Jeff Sanders.

C. Approval of Minutes from June 25, 2020 meeting.

Behrens made a motion to approve the minutes. The motion was seconded by Zagel and passed unanimously.

2. PUBLIC HEARING - James C. Ligon, Tax Key # T13-1041 – 5810 Hacker Drive, Section 20, Township 11 North, Range 19 East, Town of West Bend, Washington County – Conditional Use Permit to build a detached garage located in the street yard. - 6:35 PM.

Holz opened the public hearing at 6:35 PM and asked if anyone would like to speak. Robert Mitchell, 5800 Hacker Drive, stated the garage is close to the driveway and would impede view to lake. Holz read comments submitted from Mr. Staab, 5792 Hacker Drive: I am against such a building on that narrow strip of land between the two roads. This property already has a very large two car garage. This land once was all woods and then small cottages were made for the summer. Now most of the buildings are year around residences. Many of the trees have been cut down or died taking some of the nature beauty away. With a garage at the edge of the road will, it will make the drive an alley. Is this a lake place in the woods or is it industrial storage? I think garage on this land would be unsightly and destroy the nature that is left. Holz asked for comments from Zoom meeting. Rita Nowotny, Century Hills Ct., had no particular objection, and wanted to know more information. Holz asked if anyone else would like to speak. No comments. Moore made a motion to close the public hearing. Motion seconded by Tukesbrey and passed unanimously.

3. NEW BUSINESS.

A. Discussion/Action re: Recommendation to Town Board to issue a Conditional Use Permit to James C. Ligon to build a detached garage located in the street yard.

Town Zoning Ordinances were updated allowing accessory structures in street yard with approval of a Conditional Use permit. Moore asked if the proposed garage is within 100 ft of the principal structure. Moore suggested Ligon hire a surveyor to verify distance from proposed garage to principal structure. Holz asked the size of

the parcel. Ligon stated he reduced the square footage of the garage to comply with the zoning requirements. Moore asked Ligon if he could add on to the existing garage. Ligon replied that giant trees are in the way, and there are existing detached garages in the street yard. Behrens asked about the private driveway or easement. Private easements are outside authority of local government. Holz made a motion to recommend to the Town Board to issue the CUP contingent upon items A., B., and C. of CPC Recommendations Report dated July 14, 2020, follow site plan requirements, and verify garage is within 100 ft. of principal structure.

A. Visual screening, comprised of existing vegetation, fences, hedges, berms, walls, or some combination thereof, providing year-round screening of the Accessory Structure shall be maintained for the duration of the proposed use.

B. The Accessory Structure shall comply fully with the terms specified in the authorized Site Plan Permit.

C. The Accessory Structure covered under the terms of the Conditional Use Permit may be maintained as long as it adheres to the conditions above and remains in compliance with all applicable sections of the zoning ordinance; said permit shall have no expiration. Motion seconded by Heipp and passed unanimously.

B. Discussion/Action re: - Great Look East LLC, T13-0990200, garage lot associated with 5814 W Lake Drive, Section 19, Township 11 North, Range 19 East, Town of West Bend, Washington County, 0.19-acre – Backyard Chicken License
Backyard Chickens was updated from a CUP to a license; therefore, a public hearing is not required. Holz made a motion to approve the license with recommendations referenced in the staff report dated 7/4/2020: A. The Owner shall comply fully with the requirements of Section 17.11.15 Backyard Chickens of the zoning ordinance.
B. The license shall be valid until July 31, 2022. It may be renewed at no charge upon submittal to the Town Clerk of proof of renewal of the DATCP Livestock Registration. Motion seconded by Moore and passed unanimously.

C. Discussion/Action re: Lifetime Auto, T13-0130900, 4575 STH 33, NE-NE, Section 18, Township 11 North, Range 19 East, Town of West Bend, Washington County, 0.47 acre – Ground Sign.

Sign is not in the state right of way, therefore not requiring approval from the state. Proposed sign is replacing the existing sign and will not have flashing lights. Holz made a motion to approve the sign as presented referencing staff report dated 6/24/2020. Motion seconded by Zagel and passed unanimously.

D. Discussion/Action re: - Update of Town of West Bend Zoning Map

Sanders will contact Graef, who did the 2011 zoning map, for existing data. Zagel made a motion to request 2 quotes to update the zoning map. Motion seconded by Behrens and passed unanimously.

4. Report from Zoning Administrator.

Items in staff report dated 7/2/2020 included site plan review for single-parcel residential development/redevelopment, maximum height of accessory structures, updated sign regulations, and additional amendments. Discussed site plan requirement of color building elevations, color perspective drawings and color sketches illustrating the design and character of proposed structures. Accessory structures are required to

look substantially the same as the principal structure. Discussed definition of similar and substantially the same. Sanders asked the Plan Commission to review Chapter 17.10.02.C. – standards for structures in the R-1S and R-1S/MU Districts. Discussed increasing the sidewall from 10 ft to 12 ft and the maximum height from 15 ft to 20 ft on accessory structures. The review of construction site erosion control will be referred to Washington County or an engineer. Sanders will contact Washington County.

5. Comments from the public not on the agenda.

Laufer asked for direction of the Kenny Drive land division and review of the 2:1 depth ratio. Holz referred Laufer to Attorney Danaher.

6. Adjournment.

Zagel made a motion to adjourn at 8:44 PM. The motion was seconded by Behrens and passed unanimously.

Respectfully submitted,

Julie Ihlenfeld
Plan Commission Secretary
8/23/2020