

MINOCQUA PLAN COMMISSION MINUTES
February 26th, 2019

A regular meeting of the Minocqua Plan Commission was called to order by Chair Mark Hartzheim at 8:30 a.m. in the Board Room of the Minocqua Center.

Present were: Members Mark Hartzheim, Tom Church, Mark Pertile, Brian Fricke, Bill Stengl, and Joe Hegge; Carla Blankenship, Oneida County Planning and Zoning and Karla Wotruba, Town Secretary. Member Phil Albert was excused.

Motion by Church, seconded by Hegge to approve the agenda as presented. Voice vote: motion carried.

Motion by Hegge, seconded by Church to approve the minutes from January 29th, 2019. Voice vote: motion carried.

NEW BUSINESS

SIGN PERMIT #03-19 - Application by F&M Bank - Lakeland, owner, Graphic House - Matt Capodice, agent to place a 30.4 square foot sign on the north face of the building located at 625 Chippewa St., Town of Minocqua (Huntington Bank converting to Associated Bank).

The sign as presented is in compliance with town and county requirements.

Motion by Pertile, seconded by Stengl to approve as presented. Voice Vote: Motion Carried.

SIGN PERMIT #04-19 - Application by F&M Bank - Lakeland, owner, Graphic House - Matt Capodice, agent to place a 30.4 square foot sign on the east face of the building located at 625 Chippewa St., Town of Minocqua (Huntington Bank converting to Associated Bank).

The sign as presented is in compliance with town and county requirements.

Motion by Hegge, seconded by Pertile to approve as presented. Voice Vote: Motion Carried.

SIGN PERMIT #05-19 - Application by F&M Bank - Lakeland, owner, Graphic House - Matt Capodice, agent to place a 37.5 square foot free standing sign on the property located at 625 Chippewa St., Town of Minocqua (Huntington Bank converting to Associated Bank).

The sign as presented is in compliance with town and county requirements. The committee recommended landscaping at the base of the sign. Mike Johnson, the representative from Graphic House, said that Associated Bank was planning on doing so.

Motion by Stengl, seconded by Hegge to approve as presented with a recommendation for landscaping. Voice Vote: Motion Carried.

ADMINISTRATIVE REVIEW PERMIT#05-19 - Application by Lichelle and Marcus Guthrie, applicants, Goltra Properties Minocqua LLC, owner, operate a fitness studio on the following described property: Village of Minocqua, Lots 17 and 18, Section 14, T39N, R6E, 209 and 213 W. Milwaukee St., PIN# MI 3325-1 and MI 3326, Town of Minocqua.

Marcus Guthrie was present to represent the application. The fitness studio will be relocated to the former Earth Goods location. There are 2 parking spaces, but 14 are required based on the square footage. This is typical of downtown properties. The County noted that it is up to the town to bypass the parking regulations. Street parking is not available until 6 a.m. so attendees would need to park in one of the municipal lots. The county also noted that the approval is for on-site classes, and no outdoor classes should be held.

Motion by Fricke, seconded by Stengl to recommend approval of Administrative Review Permit #05-19.

Voice Vote: Motion Carried.

ADMINISTRATIVE REVIEW PERMIT#06-19 - Application by Bruce and Colleen Meinhardt, applicant and owner, to convert an attached garage into a nail salon and spa on the following described property: Plat of Richardson Acres, Lots 7 and 8, Section 10, T39N, R6E, 8738 Richardson Plat Rd., PIN# MI 4509 and MI 4510, Town of Minocqua.

Bruce and Colleen Meinhardt were present to represent the application. The property is zoned for business with a private well and septic. The septic is sized appropriately for the 2-bedroom home. There are 2 lots the applicants would combine into one contingent on the permit approval. An additional detached building will be built for storage. There is adequate parking and applicant will comply with all state licensing.

Motion by Pertile, seconded by Fricke to recommend approval of Administrative Review Permit #06-19.

Voice Vote: Motion Carried.

ADMINISTRATIVE REVIEW PERMIT#07-19 – Application by Adam Alesaukas, applicant, Straight A’s LLC, owner, to construct an addition to an existing building to be used as personal storage on the following described property: Part of the SE ¼ of the NW ¼, Section 10, T39N, R6E, 9887 Hwy 70, PIN# MI 2161-7, Town of Minocqua.

Adam Alesaukas was present to represent the application. The planned building would be 56x60, with potential of a different height and exterior finish. The property has an existing condition of a 20’ vegetation buffer that would stay in place.

Motion by Pertile, seconded by Hegge to recommend approval of Administrative Review Permit #07-19.

Voice Vote: Motion Carried.

OLD BUSINESS

DISCUSSION/DECISION RE: Building setbacks and parking requirements on the island.

The committee discussed an area of downtown blocks that are currently allowed zero setbacks, and adding a plan for a secondary area on the island with a larger setback requirement. Currently the County requires 20’ setbacks, and the downtown area has a Town Board resolution on file that waives the 20’ setback requirement. Chair Hartzheim said the last meeting the consensus was to remove the “spurs” from the planned designated area. Tom Church recommended eliminating the “S curve” from the plan since zero setbacks could potentially block traffic sightlines. There was discussion over allowable setbacks to eliminate parking vehicles over public right-of-way and sidewalks, potentially adding a provision that accessory buildings would be need to be 20’ from easements. The suggestion was made for 10’ setbacks in front, and 5’ at sides and rear. Current main street lots are 25’ wide with no side setbacks. The committee determined they would view aerial perspectives and lot sizes of the current downtown area at the next meeting. Discussion of height restrictions would be added to the next meeting.

Motion by Hegge, seconded by Fricke to adjourn meeting. Voice Vote: Motion Carried. Meeting adjourned at 10:00 a.m.

Karla Wotruba
Town Secretary