

Regular Board Meeting

January 20, 2015

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Baltz, Koelbl, Leicht, Schumacher, and Wehrs. Excused: Lautz. Also present: Public Works Director Scott Halbrucker, Coulee News Special Correspondent Emily Staed, Police Chief Charles Ashbeck, Village Attorney Bryant Klos, Leroy Brown, County Board Supervisor Ray Ebert, and Village Administrator Teresa Schnitzler.

Public Comment

County Board Supervisor Ray Ebert informed the Board that the State of Wisconsin has changed its plans for a pedestrian bike trail planned for the south side of Highway 16 from Onalaska to West Salem. The original plan included construction of the trail from Onalaska and ending at the bridge adjacent to Vets Park. The new plan shows the trail stopping approximately 400 feet short of the bridge. Supervisor Ebert informed the Board County Highway Commissioner Ron Chamberlain is working with the Department of Transportation to revise the design to require the trail end at the bridge as originally agreed. Supervisor Ebert will update the Board on this matter.

Village Board Trustee Merlin Wehrs addressed the Village Board on behalf of a constituent. Pastor Rick Sella of the West Salem Baptist Church wrote a letter addressed to the West Salem Planning Commission to express his feelings on how the public hearing regarding the Church's request for a conditional use permit was conducted on Monday, January 19, 2015. The letter was addressed later in the meeting.

Minutes

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the January 6, 2015, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$54,891.10
<u>Water Utility:</u>	\$14,231.69
<u>Sewer Utility:</u>	\$17,913.91
<u>Storm Water Utility:</u>	\$1,045.32

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the payment of all claims as listed. Roll call vote: Baltz – present; remainder of Board - aye. Motion approved.

Alcohol Beverage License

Motion by Trustee Schumacher, seconded by Trustee Leicht to approve issuance of an Alcohol Beverage License to Zachary Palmer Johnson. Roll call vote: Baltz – abstain; remainder of Board – aye. Motion approved.

Planning Commission Public Hearing and Meeting

President Manthei reported on the January 19, 2015, Planning Commission Public Hearing and Meeting. The public hearing concerned a Conditional Use Permit Application filed by West Salem Baptist Church. The West Salem Baptist Church is applying for a variance or exception under Section 3.07(J) to the sign regulations which prohibit signs in Residential District Zones and prohibits private signs in any public right-of-way. The Church desires to replace the sign presently illegally located in the Village boulevard. The Church is applying to replace its present sign with a 76" X 36" directly illuminated directory ground sign and associated electrical for on premise advertising in the boulevard adjacent to 341 South Mill Street on land that is zoned Residential. Jon Hohlfeld on behalf of the West Salem Baptist Church spoke in favor of the Conditional Use Permit Application. Proposed conditions were forwarded by Administrator Schnitzler to the Church for review. Condition No. 5 states the Conditional Use Permit will expire if the Church stops holding services at the premises on a weekly basis. The proposed condition concerns the Church in that if there are building projects in progress, services may not be held or temporarily moved elsewhere. Condition No. 8 states the Church shall take action necessary to be reinstated from its administrative dissolution prior to the issuance of any building permits and recording of the restrictive covenants. Mr. Hohlfeld stated the paperwork has been filed and the fees paid to the State of Wisconsin to reinstate the organization. Condition No. 7 requires minimum general liability insurance with the Village of West Salem listed as an additional insured. Mr. Hohlfeld provided e-mail evidence this requirement can be met. West Salem Public Works Director Scott Halbrucker spoke against the Conditional Use Permit Application. The present sign and the proposed sign are both in violation of Village Ordinances, and now would be the perfect opportunity to have the sign removed from Village right-of-way and placed on the Church's own property. Mr. Halbrucker stated the proposed sign is larger than the present sign in the boulevard. Residential development in the South Mill and Rhyme Street area is nearly complete, and, therefore, vehicular and pedestrian traffic in this area has increased. The proposed sign creates more of a blind spot and traffic safety concern for pedestrians and vehicles. Mr. Halbrucker also addressed the sign at the northeast corner of the intersection of South Mill and Jefferson Street. This sign creates a traffic hazard for large vehicles and blocks visibility to the east. Mr. Halbrucker stated this sign should be removed immediately. Pastor Rick Sella, West Salem Baptist Church, addressed the Planning Commission in favor of the Conditional Use Permit. Pastor Sella disagrees that the present sign blocks the site for vehicles. Pastor Sella stated the sign cannot be moved back onto the Church property because one parking stall will be lost. Pastor Sella stated the new sign would be lower than the proposed new sign. Justin Grolin, La Crosse Sign Company, has constructed the sign for the Church. The new sign is a single-face sign facing north. The sign will be LED illuminated on the north and west sides, and it will have a light sensor so the sign will turn on at dusk and turn off at dawn. Mr. Grolin stated the new sign will give more light to the area, and he does not believe the present sign obstructs view.

The public hearing was adjourned and the Planning Commission meeting was called to order. Village Attorney Bryant Klos explained the revisions the Planning Commission

could consider making to the proposed conditions. Condition No. 2 would be revised to state the north and west side of the signage would allow for a directly illuminated sign. Condition No. 3 would state the size of the sign would be 76" wide and 36" high, the bottom edge of the sign being no higher than a Commission recommendation. Condition No. 5 could be revised to state the Conditional Use Permit would expire if the Church stops holding services at the premises on a permanent basis. If the Planning Commission recommended the new sign be placed on Church property, it could grant a variance to the Church to place the new sign closer to the sidewalk. The Planning Commission unanimously recommended to the Village Board denial of the conditional use permit application and instead grants a variance to the West Salem Baptist Church to allow placement of a new sign on Church property closer to the sidewalk with the following conditions placed on the Conditional Use Permit:

1. The exact location of the sign would be within the legal found at Exhibit B and immediately to the east of the adjacent sidewalk and south of the existing driveway servicing the premises, all located in the southwest corner of the legal description, which would be directly east of the existing sign which is shown on Exhibit C.

2. Only one side of the sign which would face northwest would allow for a directly illuminated sign as depicted on Exhibit D. This is not an approval for an indirectly illuminated billboard, an electronic digital billboard, or an animated sign and the existing spot light for the existing signage must be removed.

3. The size of the sign would be 76" wide and 36" high, the bottom edge of the sign shall be no higher than 36" above the ground level.

4. This Conditional Use Permit expires if the West Salem Baptist Church, Incorporated permanently stops holding services at the premises on a weekly basis.

5. The West Salem Baptist Church, Incorporated must remove its sign depicted on Exhibit E and located at the northeast corner of the intersection of South Mill Street and Jefferson Street before any building permit is issued and may not install any other signs in the Village without Village Board approval.

6. The West Salem Baptist Church, Incorporated shall take action necessary to be reinstated from its administrative dissolution prior to the issuance of any building permits and recording of the restrictive covenants.

Jon Hetland then addressed the Planning Commission to request a conditional use permit to allow the conversion of the first floor of 116 West Hamilton Street to a two-bedroom apartment. Mr. Hetland stated this is not a good location for a business, and the best use of the building is residential use. There is a three-bedroom apartment on the second floor of this building. Mr. Hetland does not plan to change the exterior of the building, and he would add State-required exits for a 1,200-square foot, two-bedroom apartment. Mr. Hetland was directed to consult with Building Inspector Randy Sullivan on whether the State of Wisconsin would be the approving agent for the project or if the Village would approve the building plans. Once this information has been received by the Village Administrator, a meeting of the Planning Commission would be scheduled.

Motion by President Manthei, seconded by Trustee Leicht to approve the minutes of the January 19, 2015, Planning Commission Public Hearing and Meeting as presented. Roll call vote: Wehrs – abstain; remainder of Board - aye. Motion approved.

The Board then discussed the letter received from West Salem Baptist Church Pastor Rick Sella regarding the manner in which the Planning Commission public hearing and meeting was conducted. The Board also discussed the sign presently located in the Village right-of-way, the size, design, and location of the proposed new sign.

Motion by President Manthei, seconded by Trustee Koelbl to approve the recommendation of the Planning Commission regarding Conditional Use Permit No. 18 to the West Salem Baptist Church. Roll call vote: Wehrs – nay; remainder of Board - aye. Motion approved.

Motion by Trustee Wehrs, seconded by Trustee Baltz to present the letter from Pastor Sella to the Planning Commission for its reconsideration. Roll call vote: Unanimous aye.

Motion by Trustee Koelbl, seconded by Trustee Leicht to adjourn the meeting at 7:31 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator