

PLAN COMMISSION  
APRIL 3, 2019

The Village of Combined Locks Planning Commission meeting was called to order by acting Commission Chairman Dave Casper. Other commission members in attendance included: Tim Mulry, Jim Hamilton, Tracy Melzl, Cathy Vander Zanden, and Karen Menting. John Weyenberg, Jeff Maynard, Al Leicht, and Michael Korn were absent.

Also in attendance were Village Administrator Racquel Shampo-Giese, Roland Coonen, John Ross, Roger Van Handel, and Ryan Roberts of Kwik Trip via telephone.

The first item on the agenda was to review and consider approval of the March meeting minutes. T. Mulry made a motion to approve the minutes as presented. T. Melzl seconded the motion, and it passed unanimously.

The next item on the agenda was to discuss the new entrance signs for the Village. The Administrator reminded the Commission members that the Village Board budgeted \$10,000 to start installing and replacing entrance signs. T. Mulry reviewed the sign options with the Commission members. Size, style, location, and lighting were discussed at length. T. Mulry will gather more information for solar lighting to be installed at the entrance signs. It was noted that the majority of Plan Commission members prefer the 10' wide sign.

The next item on the agenda was a public hearing for a variance from Kwik Trip to erect an identification sign in the Locks Business Park that exceeds the height and size restrictions and allows for animated advertisements. D. Casper asked if anyone had reviewed the plans and specs for the Kwik Trip building and site. The Administrator reported that the site plan, to include storm water management, has been reviewed and approved with minor changes by Phil Kleman at McMahan Associates. DPW staff has also reviewed the site plan and utilities plan. The construction will be reviewed by the State of Wisconsin's commercial building inspectors. The Administrator also provided some measurements and perspective as to where the proposed sign for Kwik Trip would be located. In comparing the area for the proposed sign with the area immediately north of CTH CE, the proposed sign will be set back even further, estimate 107', than the tall shrubs on the north side of the CE Trail.

D. Casper made a motion to suspend the Plan Commission meeting to commence the public hearing for the sign variance for Kwik Trip. C. Vander Zanden seconded the motion and it passed unanimously. It was noted that the notice of public hearing was published as required and neighboring property owners within 100' of the proposed location were notified of the public hearing via mailed correspondence. D. Casper read statements from Plan Commission Chair Al Leicht and Village President John Neumeier. Both statements were in support of the requested sign. Ryan Roberts of Kwik Trip explained the revised request for the sign. He noted that the sign height was reduced from 25' to 15' and overall square footage reduced by 20 square feet. The style is a monument sign versus the original pylon style sign that was originally requested. It was also noted that the sign must be kept 3' – 4' off the ground to account for snow accumulation. Mr. Roberts also noted that the animation for the sign is minimal and not what he considers animated; just changing from one special to the next. This advertisement portion of the sign is controlled at the Kwik Trip headquarters in LaCrosse. He also noted that the lights change as the ambient light changes. Meaning that as the sun goes down, the lighting is dimmed. Mr. Roberts also stated that the proposed sign will be roughly 46' from DeBruin

Road and roughly 115' from the south edge CTH CE. The request was discussed. T. Melzl made a motion to close the public hearing. J. Hamilton seconded the motion, and it passed unanimously. C. Vander Zanden made a motion to approve the 15' high, double-faced monument variance request as presented during this public hearing. T. Melzl seconded the motion, and it passed with a roll call vote of five (5) ayes and one (nay); D. Casper.

In other general business, the Administrator provided information and updates to the speed limit reduction request on CTH CE, the Centennial Celebration plans, the Kaukauna Utilities sub-station expansion, deer hunting in the Village, and the construction of Martineau Road.

J. Hamilton made a motion to adjourn the meeting. T. Melzl seconded the motion, and it passed unanimously.