

In attendance:

Alderwoman C. Brown, D. Kiser, D. Linsmeier, A. Schoenemann, and S. Sullivan.

Also in attendance:

City Planner & Community Development Director N. Fuchs, Administrator S. Klein, Department of Public Works Director M. Wagner, and Deputy Clerk A. Hurd.

1. Call to Order and Pledge of Allegiance

In the absence of Chairman Bierce, Commissioner Brown called the meeting to order at 6:02pm.

2. Discussion and Action Regarding Approval of the November 16, 2023 Meeting Minutes

A motion was made and seconded (D. Kiser, A. Schoenemann) to approve the November 16th, 2023 Plan Commission meeting minutes. Motion Passed: 5-For, 0-Against.

3. Discussion and Action Regarding a Recommendation to the Common Council for a Conditional Use Permit for AP Tattoo for Property Located at N20 W22951 Watertown Road Suite 113 for the Purpose of Operating a Professional Tattoo Parlor (PWC 0958982004)

Mr. Fuchs stated this was a Conditional Use Permit for a tattoo parlor business. The applicants are looking to occupy an existing 1,089 square foot tenant space. Hours of operation are anticipated to be Monday through Saturday from 11am to 7pm. There are no proposed exterior site or building modifications. Mr. Fuchs stated staff was recommending approval with the conditions that the applicant obtain all other governmental approvals and State permits and licenses, the hours of operation do not exceed 10pm, and the Conditional Use Permit will be subject for review for ongoing compliance with conditions 1 and 2.

A motion was made and seconded (D. Kiser, D. Linsmeier) to recommend approval of the Conditional Use Permit for AP Tattoo with the conditions listed in the staff report. Motion Passed: 5-For, 0-Against.

Commissioner Kiser questioned the periodic review. Mr. Fuchs stated if something becomes a problem, City staff can at any time confirm licensing or talk to the applicants.

Commissioner Brown referred to the business plan and noted that a Peddlers Permit would be needed if they plan to go door to door to promote their business.

4. Discussion and Action Regarding a Recommendation to the Common Council for a Conditional Use Permit for M&M 2020/Muhammed Musaitif for Property Located at N20 W22951 Watertown Road Suite 105 for the Purpose of Operating a Multi-Cultural Convenience Store with Tobacco Products (PWC 0958982004)

Mr. Fuchs stated this was a Conditional Use Permit located in a 2,113 square foot tenant space. Hours of operation would be Monday through Sunday from 9am to 10pm. No site or building changes are being proposed. Mr. Fuchs stated staff was recommending approval with the conditions that they must obtain any other governmental approvals or licenses needed, hours of operation do not exceed 10pm, and review as needed.

The applicant, Muhanned Musaitif, stated they plan to sell middle eastern food, multi-cultural items, bagged tobacco, cigars, and vapes. He stated they are still deciding on CBD products, but their main focus is high-end cigars.

A motion was made and seconded (D. Linsmeier, S. Sullivan) to recommend approval of the Conditional Use Permit for M&M2020/Muhanned Musaitif with the conditions listed in the staff report. Motion Passed: 5-For, 0-Against.

5. Discussion and Action Regarding the Site and Building Plans for Zeman Tool for Property Located at W228 N575 Westmound Drive for the Purpose of Constructing a 624 Square Foot Addition to the Existing Dock Area (PWC 0963999002)

Mr. Fuchs stated this was a 624 square foot addition for storage and is adjacent to the existing dock with a 12.5-foot overhang extending to the north from the addition. The materials will match the existing building. Mr. Fuchs recommended approval with the standard condition for final Engineering review and approval.

A motion was made and seconded (D. Kiser, A. Schoenemann) to approve the Site and Building Plans for Zeman Tool. Motion Passed: 5-For, 0-Against.

6. Discussion and Action Regarding the Site and Building Plans for Lakewood Baptist Church for Property Located at W274 N1490 Riverland Drive for the Purpose of Constructing a 676 Square Foot Detached Accessory Building (PWC 0940997002)

Mr. Fuchs stated the proposal was for a detached garage for equipment and maintenance items and possibly vehicle storage. The design matches the principal building's siding, windows, and roof pitch, and has a peak height of 19 feet. Mr. Fuchs recommended approval with the condition that the applicant submit a landscape plan to include evergreen trees on the berm to the north of the garage to screen it from the neighbors, as well as a condition for Engineering approval.

Discussion took place regarding the location of the garage. It was noted that this would be the last thing the church can build because of the greenspace requirements. It was also pointed out that there is to be no outside storage surrounding the garage.

A motion was made and seconded (A. Schoenemann, D. Linsmeier) to approve the Site and Building Plans for Lakewood Baptist Church with the submission of a landscape plan, and no outdoor storage. Motion Passed: 5-For, 0-Against.

7. Adjournment

A motion was made and seconded (D. Kiser, D. Linsmeier) to adjourn the meeting at 6:24pm. Motion Passed: 5-For, 0-Against.

Respectfully Submitted,

Ami Hurd
Deputy Clerk