

**Minutes**  
**Meeting of the Village of Spring Green Plan Commission,**  
**Downtown Design Committee, and**  
**Joint Extraterritorial Zoning Committee**  
**Wednesday, August 16, 2017**  
**Held at Village Office**  
**154 N. Lexington Street**  
**Immediately following the hearing at 7:00 p.m.**

1. Marcus called meeting to order at 7:08 p.m. as a Meeting of the Spring Green Plan Commission, Downtown Design Committee, and Joint Extraterritorial Zoning Committee.  
Members present: Joel Marcus, Eugene Hausner, Ed Lilla (JEZC), Greg Prem (JEZC), and Jane Hauser. Michael Broh, and Brad Hutnik (JEZC) were absent.  
Downtown Design members present: Shannon Radel. Paul Kardatzke, and Yvonne Notbohm were absent  
JEZC members present: Fred Iausly, Kolby Hirth, and Jim Sprecher.  
Others present: Wendy Crary, Tyler Wilkinson, Johanna Friedericks, Shawn Kuhse, Julie Kuhse, Carolina Dursina, and Greg Jewell.
2. Crary appointed minute taker.
3. Motion by Hausner, second by Hauser, to approve meeting agenda. Motion passed with all in favor.
4. Approve minutes from July 19, 2017 Plan Commission and Joint Extraterritorial Zoning Committee Meeting. Motion by Iausly, second by Hirth, to approve minutes. Motion passed with all in favor.
5. Motion by Hauser, second by Prem to convene as the Plan Commission and Downtown Design Committee at 7:10 p.m. Motion passed with all in favor.
6. Discussion and possible action on a sign permit for Elemental Retreat Massage, located at 121 W. Jefferson Street located within the Downtown Design District. The Plan Commission and Downtown Design Committee reviewed the application submitted for a sign at 121 W. Jefferson Street. Motion by Radel, second by Hauser to approve a sign permit for Elemental Retreat Massage, located at 121 W. Jefferson Street located within the Downtown Design District. Motion passed with all in favor.
7. Motion by Prem, second by Hausner to convene as the Plan Commission and Joint Extraterritorial Zoning Committee at 7:14 p.m. Motion passed with all in favor.
8. Discussion and possible action on the consideration of a request by Tyler Wilkinson to rezone parcel #032-0942, S12631 State Rd 23, Town of Spring Green from ARN Extraterritorial New Agricultural Residential District to R-2 Village Large Lot Residential District. Iausly inquired about the process occurring prior to annexation. Crary explained that the Plan Commission and JEZC first make a recommendation to the Village Board to rezone contingent upon annexation. The rezoning and annexation will be addressed by the Village Board at the same meeting on August 23<sup>rd</sup> provided a recommendation is made. Iausly asked, "What about the shared driveway situation with the lot next to this parcel?" It was clarified at this time by the current and previous owners along with other Plan Commission members that there is not a shared driveway at this location. Motion by Prem, second by Hausner to recommend approval of the request by Tyler Wilkinson to rezone parcel #032-0942, S12631 State Rd 23, Town of Spring Green from ARN Extraterritorial New Agricultural Residential District to R-2 Village Large Lot Residential District contingent upon completion of the annexation process. Motion passed with all in favor.
9. Discussion and possible action regarding the Extraterritorial Seasonal Recreation District within the Village of Spring Green Zoning Ordinance. Marcus explained that this agenda item was a result of the previous meeting of the Plan Commission and JEZC. Marcus said, "While the zoning district is flawed it is way better than before the district was created". Prem stated, "This district is not a perfect situation but was brokered with the property owners during the creation of the zoning ordinance for the situation that already existed". Marcus commented, "If we were to start from square one, this district wouldn't exist and was only creating for the existing situation". Iausly stated, "The county requires adequate street frontage." Iausly continued by saying, "I think the requirement of a driveway permit similar to requiring a sanitary permit before the zoning permit is approved is what we need to do". The Plan Commission and JEZC discussed the township driveway permit process. Prem said, "By virtue of the pre-existing situation this had to be brokered with the property owners." "We can't impose stricter requirements now, we open

ourselves to liability". Hirth replied, "The joint committee must address this issue so we don't continue the problem further". The Plan Commission and JEZC discussed making driveway permits part of the requirements for zoning permit approval. In addition meeting with the property owners that are zoned ESR was discussed. Prem said, "We can take this right to the property owners and work with them to establish a road way, take it head on and avoid animosity with the property owners". Jewell interjected by saying, "If you add the requirement of driveway permits to the zoning ordinance, you will be creating non-conforming properties which is even more of an issue". Marcus said, "While I'm sympathetic to your problem and we want to work with the township to help, this could be a huge liability for the village". When solicited for further discussion prior to moving to the next agenda item, Hirth asked that the Town and Village recap their thinking. Hirth recapped the unfair and unequal treatment within the Town regarding driveway permits, the 9 month occupancy is an unregulated condition with no means of enforcement, compliance is based solely on complaints and there are not penalties, then asked for the Village thoughts. Prem said they wanted to avoid animosity and hard feelings and preferred that the Town negotiate with the applicants. No action was taken regarding this item and it will be placed on the September 20<sup>th</sup> meeting agenda.

10. Discussion and possible action regarding Accessory Uses and Structures within the Village of Spring Green Zoning Ordinance. Lilla distributed a handout he created in regards to accessory uses and structures. No action was taken regarding this item and it will be placed on the September 20<sup>th</sup> meeting agenda.
11. Motion by Prem, second by Hauser to convene as the Plan Commission at 8:20 p.m. Motion passed with all in favor.
12. Preliminary consultation with Shawn Kuhse regarding the possibility of partial ground floor residential dwelling at 106 N. Lexington Street, parcel #182-0103, Village of Spring Green. Kuhse explained that he would like to add a one bedroom apartment in the rear of the building at 106 N. Lexington Street. Marcus explained the history behind the conditional use for partial ground floor residential in the downtown business buildings. The consensus of the Plan Commission is for Shawn Kuhse to proceed with the conditional use permit application for partial ground floor residential dwelling. No action necessary.
13. Preliminary consultation with Carolina Dursina for proposed Certified Survey Map for parcel #182-0365-03000 located at E5116 US Hwy 14, Village of Spring Green. Marcus said, "We started this conversation last month and there were many questions which is why it's on this agenda". Dursina stated, "I want to split the lot, I don't want to sell everything with the hotel". Prem stated his concerns regarding setbacks for the existing buildings if the lot is split and access issues for two lots. The Plan Commission explained to Dursina that without more information and some type of site plan there is no way to guarantee a division can happen. It was also explained that the preliminary consultation is required to assist the property owners prior to proceeding with the large expense for a certified survey map. The consensus of the Plan Commission is that Dursina must provide more information prior to the creation of a certified survey map. No action necessary.
14. General Public Comment: There was no general public comment at this time.
15. Adjourn. Motion by Hausner, second by Hauser, to adjourn at 8:47 p.m. Motion passed with all in favor.