

## Regular Board Meeting

March 7, 2017

Meeting called to order at 7:00 p.m. by Village President Dennis Manthei. Trustees present: Brown, Deal, Hennessey, Lautz, Leicht, and Schumacher. Also present: Village Attorney Bryant Klos, Dan Wee, Recreation Director Michelle Czerwan, Police Chief Charles Ashbeck, and Village Administrator Teresa Schnitzler.

### Minutes

Motion by Trustee Leicht, seconded by Trustee Deal to approve the minutes of the February 21, 2017, Regular Board meeting as presented. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$58,362.74
<u>Water Utility:</u>	\$14,300.85
<u>Sewer Utility:</u>	\$17,414.12
<u>Storm Water Utility:</u>	\$1,041.62

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the payment of all claims as listed. Roll call vote: Unanimous aye.

### Emailing Village Board Meeting Notices

Trustee Brown stated a number of Village residents have commented that they do not know what is transpiring at the Village Board meetings. Trustee Brown visited some businesses and asked if the businesses would be willing to receive an e-mail copy of the Village Board meeting notice, print the agenda, and post it at a public location within the business. Several indicated they are willing to do so. Presently, Village Board meeting notices are posted at the Hazel Brown Leicht Memorial Library, the Village Hall, and on the Village website. The Village Board directed Administrator Schnitzler to contact the West Salem Business Association members to inquire about willingness to print and post the Village Board meeting notices in their businesses.

### Planning Commission

President Manthei reported on the February 27, 2017, Planning Commission meeting. The purpose of the Planning Commission meeting was to review with possible recommendations for public hearings Conditional Use Permit Applications and Certified Survey Maps. La Crosse Sign Company and Oma

Java submitted an after-the-fact Application for Conditional Use Permit to allow for a non-illuminated projecting sign at Oma Java, 122 South Leonard Street. The new sign is made of aluminum decorated with digital print and was installed in early December. Building Inspector Randy Sullivan contacted La Crosse Sign for the proper building permit application and information, and he instructed La Crosse Sign to apply for a conditional use permit. The Commission scheduled a public hearing on the Application for a Conditional Use Permit submitted by Oma Java for Monday, March 13, 2017, at 5:00 p.m. The Commission then reviewed a proposed certified survey map submitted by Ryan Wessel drafted to divide a parcel presently owned by J & B Repair, LLC. at 100 Griswold Avenue into Lot 1 and Lot 2 for potential sale of the mini-storage units facing West Franklin Street. A conditional use permit has been applied for by the owner and potential purchaser, and the Commission tabled action on the certified survey map until after the conditional use permit has been acted on. J & B Repair, LLC and Ryan Wessel submitted a conditional use permit application requesting approval of the present storage shed use in a Business Zone at 100 Griswold Avenue. Mr. Wessel is purchasing the mini-storage unit structures from J & B Repair. A certified survey map splitting off the storage unit areas has also been submitted for review and action. The Commission scheduled a public hearing on the proposed conditional use permit application for March 13, 2017, following the previous 5:00 p.m. public hearing. The Commission reviewed a certified survey map submitted by JV King Properties, LLC. The certified survey map divides Outlot 43, Outlots to West Salem, into three parcels now labeled as Lot 1, Lot 2, and Outlot 1. Lot 1 is an 8,040-square foot residential parcel, Lot 2 contains 56,007 square feet, and Outlot 1 is 95,403 square feet and will be donated to the Village of West Salem for stormwater management purposes. Access to new Lot 2 is anticipated off Neshonoc Road. The Commission recommended to the Village Board approval of the certified survey map submitted by JV King Properties, LLC. Jerry King submitted an Amended Application for Conditional Use Permit No. 26, which application revises access to new Lot 2 off of Neshonoc road as opposed to Franklin Street for construction of a 16-unit apartment building with detached garages in a Business District Zone. The Commission reviewed the Amendment to Conditional Use Permit No. 26 as prepared by Attorney Klos. The Commission scheduled a public hearing on Amended Conditional Use Permit No. 26 for Monday, March 13, 2017, immediately following the prior 5:00 p.m. public hearings with Planning Commission meeting to follow.

Motion by President Manthei, seconded by Trustee Lautz to approve the minutes of the February 27, 2017, Planning Commission meeting as reported. Roll call vote: Unanimous aye.

Motion by Trustee Lautz, seconded by Trustee Schumacher to approve the Certified Survey Map submitted by JV King Properties, LLC. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Deal to adjourn the meeting at 7:14 p.m. Approved by voice vote.

Administrator Teresa L. Schnitzler, Village