

**CITY OF EDGERTON
PLAN COMMISSION MEETING
EDGERTON CITY HALL, COUNCIL CHAMBERS
12 ALBION STREET**

Thursday, July 30, 2020 at 6:30 P.M.

1. Call to Order; Roll Call.
2. Confirmation of appropriate meeting notice posted Friday, July 24, 2020.
3. PUBLIC HEARING:
 - A. The Plan Commission will hold a public hearing to hear comments regarding a request by the Edgerton School District for approval of a conditional use permit to allow the installation of an identification, monument sign for the district office; a message center, monument sign for the elementary school; wall sign at the high school pool for the parcels located at 100 and 200 Elm High Dr.
 - B. Close the public hearing
4. Consider request by the Edgerton School District for approval of a conditional use permit to allow the installation of an identification, monument sign for the district office; a message center, monument sign for the elementary school; and a message center, wall sign at the high school pool for the parcels located at 100 and 200 Elm High Dr.
5. PUBLIC HEARING:
 - A. The Plan Commission will hold a public hearing to hear comments regarding a request by Terri Nottestad for approval of a conditional use permit to allow the establishment of an outdoor entertainment area at 520 N Main St. (parcel 6-26-305.2)
 - B. Close the public hearing
6. Consider request by Terri Nottestad for approval of a conditional use permit to allow the establishment of an outdoor entertainment area at 520 N Main St. (parcel 6-26-305.2).
7. Consider approval of June 24, 2020 Plan Commission meeting minutes.
8. Set next meeting date and future agenda items.
9. Adjourn.

cc: Commission Members All Council Members Department Heads
City Engineer Newspapers

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341.

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Planning Commission."

Notice: Some members of the Commission may attend by telephone for this meeting.

TO: Edgerton Plan Commission

FROM: Ramona Flanigan

MEETING DATE: July 30, 2020

GENERAL DESCRIPTION

Description of Request: Petition for approval of a conditional use permit to allow the installation of an identification, monument sign for the district office; a message center, monument sign for the elementary school; and a message center, wall sign at the high school pool

Location: 200 and 100 Elm High Drive

Applicant: Edgerton Community Schools

Current Zoning/Land Use: R-2 / schools

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Zoning and Subdivision Ordinances and has the following comments:

1. The parcel is zoned R-2. The petitioner wishes to install an identification, monument sign for the district office; a message center, monument sign for the elementary school; and a message center, wall sign at the high school pool. The ordinance allows institutional uses in a residential district to apply for a conditional use permit for signage that does not meet the residential signage requirements.
2. The proposed signs are:
 - The District office identification sign is a 12 sf sign installed on the existing posts near the entrance to the District office.
 - The proposed message center, wall sign for the high school pool is 32 sf and in the same location as the existing sign. The existing changeable copy sign is 40 sf.
 - The proposed message center, monument sign for the elementary school is 51.4 sf and will be located near the existing circular seating area and entrance.

STAFF RECOMMENDATION

Staff recommends the conditional use be granted to allow the installation of an identification, monument sign for the district office; a message center, monument sign for the elementary school; and a message center, wall sign at the high school pool with the following findings and conditions:

1. The message center signs comply with the sign ordinance including the following: the sign does not change its appearance more than once every sixty (60) or more seconds; the sign contains no chasing lights; the sign message does not advertise an off premises business; the Electronic message center (EMC) shall not be illuminated between 10:00 p.m. and 5:00 a.m.; the EMC utilizes an auto-dimming feature to adjust the brightness of the display based on ambient outside light; the EMC is equipped with a manual and scheduled brightness control so that the brightness of the sign does not negatively impact adjoining properties; and the sign does not have incandescent bulbs or rotating louvers.

If the Plan Commission elects to grant the conditional use, it should adopt the following finding of fact:

1. The proposed conditional use with the above conditions is in harmony with the purposes, goals, and objectives of the Master Plan or the Zoning Ordinance. 22.206.(4)(c) 2.
2. The proposed conditional use, in its proposed location and as depicted on the site plan, will not result in undue adverse impact on nearby property, the character of the neighborhood, traffic factors, and public rights-of-way. 22.206.(4)(c) 3.
3. The proposed conditional use maintains the desired land use intensity and land use impact as it relates to the environs of the property 22.206.(4)(c) 4.
4. The proposed conditional use will not create major undesirable impacts on nearby properties, the environment, or the community as a whole, per Section 22.206(4)(d).
5. The potential public benefits of the proposed conditional use outweigh any and all potential adverse impacts of the proposed conditional use.



ELECTRONIC MESSAGE CENTER SPECIFICATIONS :

Scope of Work : Remove existing sign cabinet and scrap. Provide and install (1) new S/F electronic message center as shown.

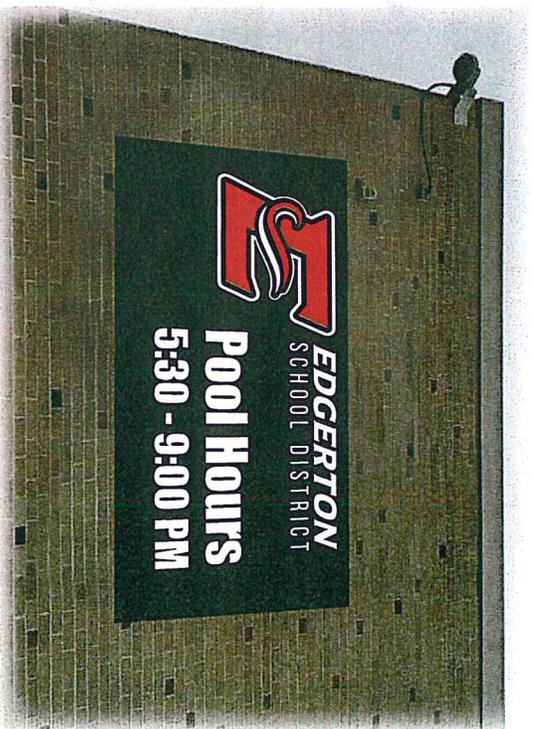
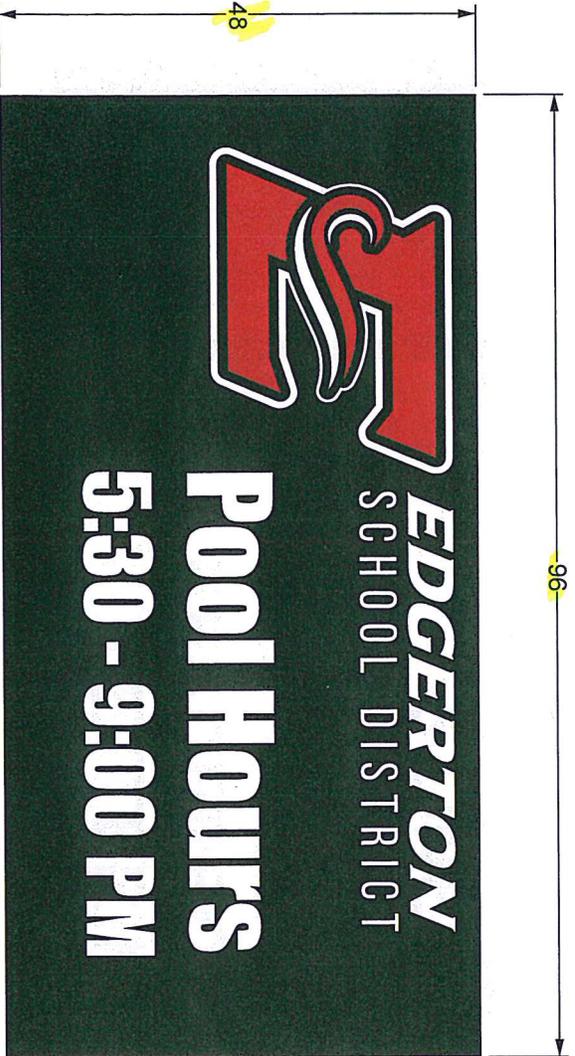
EMC : Desay Series S 8'W x 4'H, 10.88, with 5-year warranty and cell communication.

Electrical : 120Volt, UL listed & labeled, 12 Volt power supplies remotely mounted inside building.

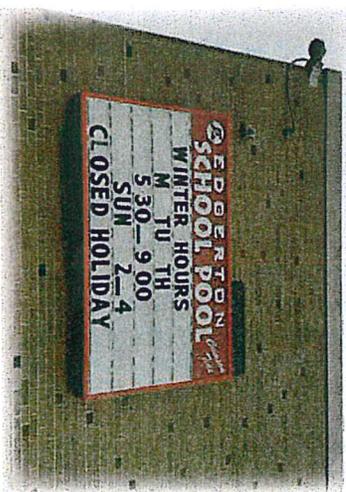
Location : EMC to be installed in the same location as the existing sign cabinet as shown.

PRODUCTION APPROVAL		
Please Initial	PRODUCTION	SALES

VOLTAGE	
<input checked="" type="checkbox"/> 120 Volts	<input type="checkbox"/> 277 Volts



New Sign in Place



Existing Sign in Place

JNB SIGNS

This sign has been designed and fabricated by JNB Signs and is the property of JNB Signs. It is to be used only for the project and location specified. All signs and graphics are subject to change without notice. JNB Signs is not responsible for any damage to property or equipment caused by the use of this sign. All signs and graphics are subject to change without notice. JNB Signs is not responsible for any damage to property or equipment caused by the use of this sign. All signs and graphics are subject to change without notice. JNB Signs is not responsible for any damage to property or equipment caused by the use of this sign.

JNB SIGNS INCORPORATED 1221 Venture Drive, Suite 1, Jamesville, WI 53546 Phone: 1-800-243-7997 Fax: 1-608-754-7822

CLIENT Edgerton School District	SALESMAN Chris Cronin	JOB SITE Edgerton, WI
ARTIST Kaitlin	DATE 05/18/20	DRAWING 08264-01a
<input type="checkbox"/> Not Listed	<input checked="" type="checkbox"/> Listed	<input checked="" type="checkbox"/> Copyright
CUSTOMERS SIGNATURE X	DATE	



MONUMENT SIGN SPECIFICATIONS :

Scope of Work : Manufacture and install (1) single-sided monument sign as shown.

Cabinet : SignComp Single Face Body cabinet (#2025) with 1-1/2" hinged retainers (#2055).

Pole Covers : Middle pole covers to be .063" aluminum skin, bonded to 4" aluminum channel frame. Base pole cover to be .063" aluminum skin, skin and bones construction, 1-1/2" aluminum angle skeleton.

Finishes : Pole cover to be prepped and painted "Red" to match PMS 187 C. Base pole cover, cabinet, and retainers to be prepped and painted MAP Satin "Black".

Face : Routed 3/16" translucent "White" acrylic, decorated with vinyl graphics.

Graphics : Copy and graphics to be Gerber translucent "Cardinal Red" (230-53) vinyl and Gerber opaque "Black" (220-12) vinyl, all applied first surface.

EMC : S/F Desay Series S 10.88 7"W x 4"H digital display, mounted on a 3" aluminum angle support structure, 5 year warranty, cell communication.

Support Structure : (2) 4" square steel poles, set in concrete foundation.

Illumination : Cabinet internally illuminated using Hanley PF3120 "White" LED light modules.

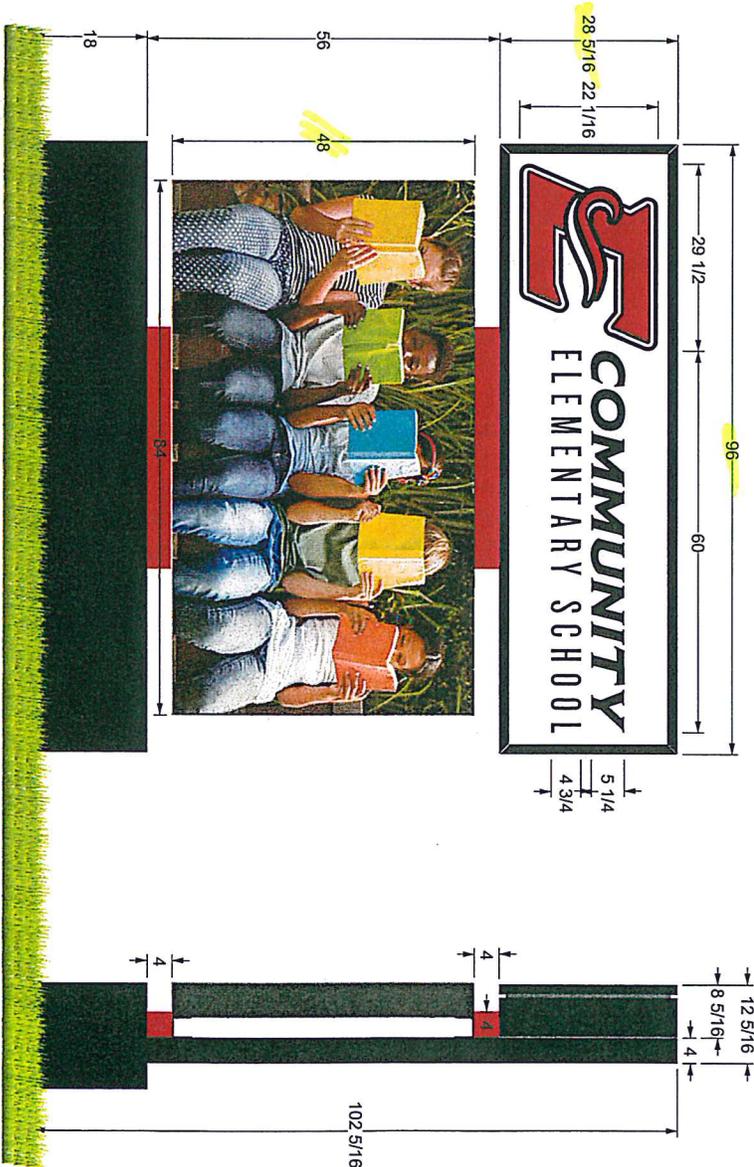
Electrical : 120 Volt, UL Listed & Labeled, 12 Volt Hanley power supplies mounted inside cabinet.

Installation : Exact location TBD.

VOLTAGE
 120 Volts
 277 Volts

PRODUCTION APPROVAL
 Please Initial
 PRODUCTION SALES

Side View



This project and any subsequent designs, specifications and the resulting products of JNB Signs, Inc. shall be the intellectual property of JNB Signs, Inc. and shall remain the property of JNB Signs, Inc. until such time as the project is completed and the customer has accepted the final product. JNB Signs, Inc. shall not be held responsible for alterations or modifications to the project after the final product is accepted. JNB Signs, Inc. shall not be held responsible for any damage to the project or any other property of the customer caused by the customer's negligence or misuse of the product. JNB Signs, Inc. shall not be held responsible for any damage to the project or any other property of the customer caused by the customer's negligence or misuse of the product. JNB Signs, Inc. shall not be held responsible for any damage to the project or any other property of the customer caused by the customer's negligence or misuse of the product.

JNB SIGNS INCORPORATED 1221 Venture Drive, Suite 1, Janesville, WI 53546 Phone: 1-800-243-7997 Fax: 1-608-754-7922

CLIENT Edgerton School District SALESMAN Chris Cronin JOB SITE Edgerton, WI

ARTIST Kaitlin DATE 06/25/20 DRAWING 08290-01b CUSTOMERS SIGNATURE X [Signature] DATE 6/26/2020

RY SCHOOL

ELEMENTARY SCHOOL

Elementary School
Sign Location

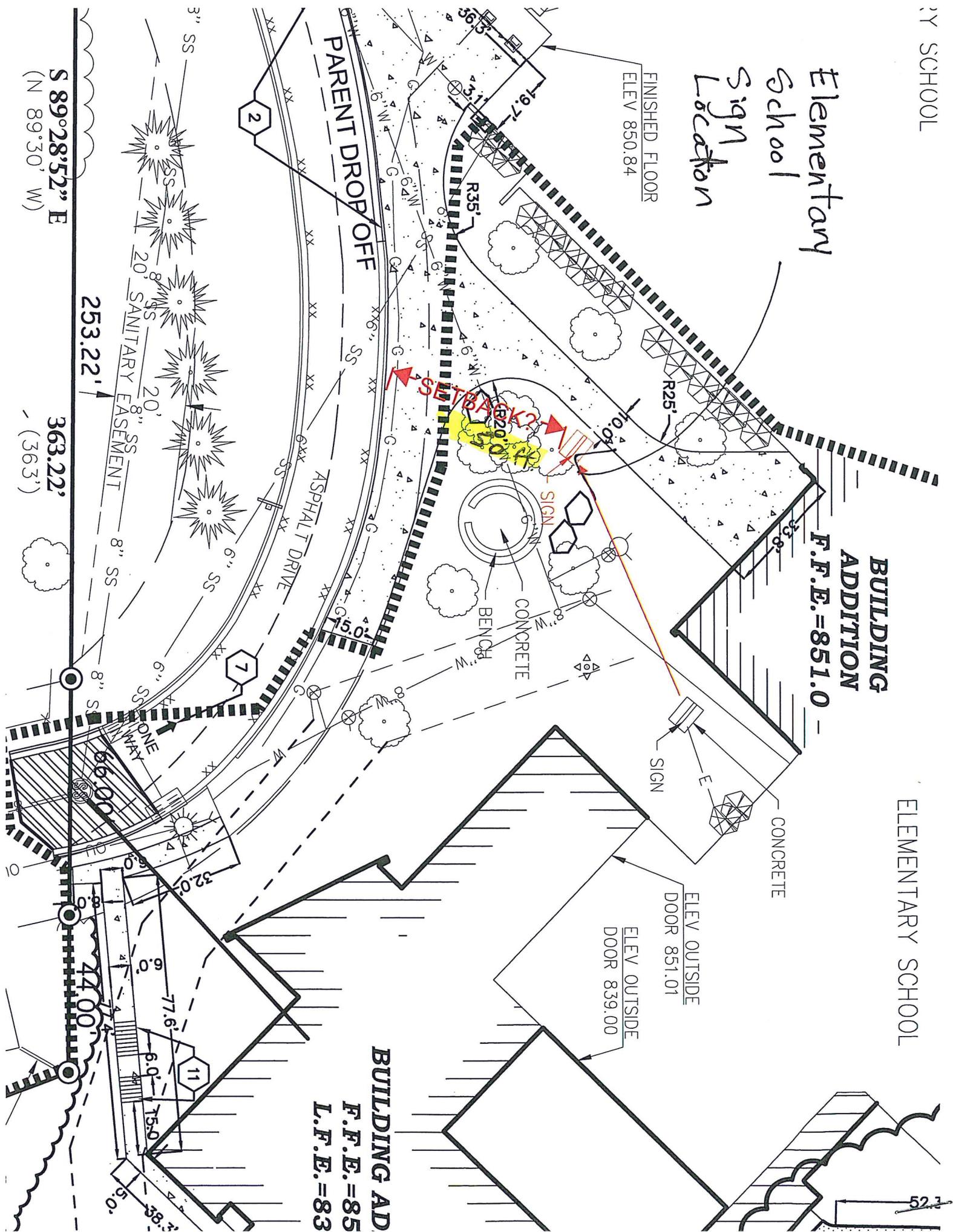
BUILDING ADDITION
F.F.E. = 851.0

BUILDING AD
F.F.E. = 85
L.F.E. = 83

FINISHED FLOOR
ELEV 850.84

ELEV OUTSIDE
DOOR 851.01

ELEV OUTSIDE
DOOR 839.00



S 89°28'52" E
(N 89°30' W)

363.22'
(363')

253.22'

TO: Edgerton Plan Commission

FROM: Ramona Flanigan

MEETING DATE: July 30, 2020

GENERAL DESCRIPTION

Description of Request: Approval of a conditional use permit to allow the establishment of a temporary outdoor entertainment area.

Location: 520 N Main Street (6-26-305.2)

Applicant: Terri Nottestad

Current Zoning/Land Use: B-1 Local Business District / tavern

Parcel Size: 0.46 acres

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Zoning and Subdivision Ordinances and has the following comments:

1. The petitioner proposes to construct a temporary outdoor entertainment area. The area is considered temporary so the owner can have the outdoor area during the pandemic but not have to make the improvements required for “permanent” beer gardens.
2. The temporary 16x28’ beer garden is proposed to be located on the northwest (Swift St) side of the building. Improvements include a snow fence.
3. The conditions required by the ordinance for beer gardens are listed below. **Comments on the proposed land meeting the requirements follow in bold.**

Conditional Use Regulations: {B-1, B-2, B-3, B-4, and HMU for establishments that serve alcohol}

a. No permit shall be issued for an outdoor premises/beer garden if any part of the outdoor service area is within one hundred (100) feet of a residentially zoned property. **(actual distance 140’)**

b. Outdoor premises/beer gardens cannot be located in a right-of-way.

c. No permit shall be issued for an outdoor premises/beer garden if the area is greater than 50% of the gross floor area of the principal use structure. **(less than 50%)**

d. The outdoor premises/beer garden shall be attached to the principal use structure and access to the outdoor premises/beer garden shall only be allowed through the main building entrance and exit, exclusive of emergency exits not generally used for entrance and exit, and through a fenced and controlled entrance and exit. The Plan Commission shall define a controlled

entrance or exit for each conditional use permit based on the site conditions. All outdoor premises/beer garden areas shall comply with building and fire codes including exiting regulations. **(The proposed garden is attached to the building. Access to the beer garden is not directly from the building. Instead, patrons accessing the beer garden exit the building and go down a ramp before reaching the beer garden. The petitioner does not wish to include the building exit in the beer garden since this door serves as the accessible entrance to the building and patrons using this door would have to go through the beer garden first.)**

e. Every outdoor premises/beer garden shall be completely surrounded by a well-maintained wall, fence or barrier at least four (4) feet in height. It is the nature of fencing as well as other measures and barriers to provide control over the operation of the outdoor premises/beer garden by prohibiting or significantly restricting the ease in which alcoholic beverages may be passed from within the outdoor premises/beer garden to anyone outside the outdoor premises/beer garden. Fencing requirements may be waived at the discretion of the Common Council upon recommendation of the Plan Commission. **(The proposed snow fence does not meet the intent of the ordinance. If allowed, it should only be considered because it is temporary and only under these unusual circumstances.)**

f. The flooring of the outdoor premises/beer garden shall be constructed with a hard surface, such as decking material, concrete or paver brick. **(Asphalt)**

g. It shall be the responsibility of the operator to daily clean up adjoining property of all debris that originates from the outdoor premises/beer garden.

h. The outdoor premises/beer garden shall only be used for the purpose of serving food and beverages and no part of said area shall be used for recreational activities, including, but not limited to, volleyball or horseshoes.

i. Noise from any source that is emitted from the outdoor area shall not exceed limitations provided in the City of Edgerton Code of General Ordinances. Amplified sound or live music is not permitted after 9:00 p.m. in the B-1, B-3, and B-4 Zoning Districts and not after 10:00 p.m. in the B-2 and HMU Districts. This section shall not be construed to limit the authority of the Police Department to respond to nuisance noise complaints and to take appropriate action in response thereto during any hours. For additional noise regulations for all land uses see Section 22.409 and for alcohol licensed establishments see Section 19.17(9)(e). **(The petitioner does not wish to have live music in the beer garden.)**

j. Three (3) or more noise complaints filed and verified by the Edgerton Police Department against the owner of an outdoor premises/beer garden during any 12-month period shall constitute sufficient grounds to revoke the outdoor premises/beer garden permit granted under this section, subject to a public hearing conducted in accordance with this chapter.

k. All outdoor premises/beer gardens shall be sufficiently lighted to ensure the safety of patrons at all times when any patrons shall be therein, and at all times when the outdoor premises/beer garden is open to the public. Lighting of the area must be shielded and not be of intensity or brilliance to create glare which is distracting to adjoining property owners or can become a hazard or danger to vehicular traffic. **(The petitioner does not plan to add any lighting for the beer garden. There is an existing yard light over the building exit and the petitioner feels the light will be adequate to serve the temporary beer garden. If the**

petitioner petitions to make the beer garden permanent in the future, lighting would have to be improved.)

l. In no event shall the outdoor premises/beer garden reduce or inhibit the use or number of parking stalls provided on the property below the requirement established by the provisions of Section 22.404. If the number of provided parking stalls on the property is already less than the requirement, such outdoor premises/beer garden area shall not further reduce the number of parking stalls already present. **(The beer garden area in currently has picnic tables and appears to not be used for parking although it is part of the parking lot.)**

4. The petitioner must amend the liquor licenses for both establishments to allow the serving of alcohol in the beer garden.

STAFF RECOMMENDATION

Staff recommends the Plan Commission approve a conditional use permit to allow establishment of a temporary outdoor entertainment area at 520 N Main Street in accordance with the approved plans with the following conditions:

1. Any lighting changes do not create a nuisance to the neighboring properties.
2. The petitioner amends the liquor licenses to allow the serving of alcohol in the beer garden.
3. The permit expires and all outside improvements for the beer garden are removed by no later than November 30, 2020.
4. No outside music or entertainment is allowed in the beer garden.
5. The City Council approves the proposed fence.
6. The petitioner comply with all the conditions listed in #3 above other than those waived by the Plan Commission or Council.

If the Plan Commission elects to grant the conditional use, it should adopt the following finding of fact:

1. The proposed conditional use with the above conditions is in harmony with the purposes, goals, and objectives of the Master Plan or the Zoning Ordinance. 22.206.(4)(c) 2.
2. The proposed conditional use, in its proposed location and as depicted on the site plan, will not result in undue adverse impact on nearby property, the character of the neighborhood, traffic factors, and public rights-of-way. 22.206.(4)(c) 3.
3. The proposed conditional use maintains the desired land use intensity and land use impact as it relates to the environs of the property 22.206.(4)(c) 4.
4. The proposed conditional use will not create major undesirable impacts on nearby properties, the environment, or the community as a whole, per Section 22.206(4)(d).
5. The potential public benefits of the proposed conditional use outweigh any and all potential adverse impacts of the proposed conditional use.

I would like to put a beer garden behind Last Nite Bar and grill it will only be 16 x 28 and will not have live music.

Due to COVID 19 I need to have some outside seating. I would like to use snow fence until I can afford to put up a permanent fence probably in the spring.

The fence will be attached to the building at two points

LAST NITE

BAR & LOBBY
Because Friday nights aren't just for the weekend.



**JUNE 24, 2020 PLAN COMMISSION MEETING MINUTES
CITY OF EDGERTON**

Commission Chair Christopher Lund called the meeting to order at 5:15 p.m.

Present: Christopher Lund, Jim Burdick, Anne Radtke (remote connection), Jim Kapellen, Paul Davis, Ron Webb, and Julie Hagemann.

Others Present: City Administrator Ramona Flanigan, Municipal Services Director Howard Moser, and a few citizens.

City Administrator Ramona Flanigan confirmed the meeting agendas were properly posted on Friday, June 19th at the Post Office, Edgerton Library, and City Hall.

MINUTES: A Paul Davis/Jim Kapellen motion to approve the May 4, 2020 Plan Commission meeting minutes passed on a 7/0 roll call vote.

CONSIDER PRELIMINARY AND FINAL ONE LOT CERTIFIED SURVEY ON HENDERSON ST: City Administrator Ramona Flanigan reported the City is requesting the one lot certified survey by dividing a small portion of the parcel from the larger parkland parcel. The proposed new lot will dedicate 3,000 sf for an extension to Henderson St to provide for the right-of-way needed for a cul de sac. In addition, it will make the existing lot north of the subject parcel a legal lot by providing adequate street frontage.

A Jim Kapellen/Ron Webb motion to approve the proposed preliminary and final one lot certified survey for the extension of the Henderson St. right-of-way with the condition that the final CSM includes all easements passed on a 7/0 roll call vote.

CONSIDER SITE PLAN FOR VETERANS' MEMORIAL IN VETERANS' PARK: City Administrator Ramona Flanigan stated the proposal is to construct a memorial in Veterans' Park. Construction consists of a concrete pad with several monuments, benches and flag pole; a sidewalk connecting to the driveway; a second pad for the existing artillery; and a drainage swale.

A sidewalk leading up to Swift Street and additional parking to accommodate the pool and the memorial are being considered.

The only lights will be on the American flag.

Eric Pechmann, with Pechmann Memorials joined the meeting remotely.

The sidewalk was modified to reduce slope and the sidewalk width was increased to 6 or 8 feet. The sidewalk will be concrete from the monument to the parking lot with about a 1 to 1 ½ percent grade.

Chris Lund/Jim Burdick moved to approve the site plan to allow the construction of a veterans' memorial at Veterans' Park with the following conditions:

1. The petitioner complies with the conditions of the City Engineer.
2. The petitioner submits amended plans that include the following:
 - Relocate the sidewalk to the memorial to accommodate the parking area;
 - The sidewalk is all concrete and is either 6 or 8 feet wide;
 - The sidewalk slope is near constant; and
 - The southern swale is located closer to the proposed parking lot.

The motion passed on a 7/0 roll call vote.

Being no other business before the Commission, a Jim Kapellen/Ron Webb motion to adjourn passed, all voted in favor.

Ramona Flanigan/ch
City Administrator

Approved July 30, 2020