

City of Phillips
Phillips Planning Commission
Municipal Building
Monday June 5th, 2023, at 5:30pm

Committee members: Charles Peterson - Chair, Laura Tomaszewski, Joe Perkins, Ted Kempkes, David Scholz, Patricia Stephan, and Scott Holoubek.

Clerk/Treasurer: Shelby Kosmer

This meeting is held in compliance with Wisconsin's Open Meeting Law, S.S. Chapter 19.81 –19.98, Subchapter V. As such it is open to the public.

This meeting may constitute a quorum of the Common Council, or other city committees.

Call to order (presiding officer) Time:_____

- a. Greeting
- b. Certification of compliance with Open Meeting Law.

Roll call: Charles Peterson ____, Joe Perkins____, David Scholz____, Laura Tomaszewski____, Patricia Stephan____, Ted Kempkes ____ and Scott Holoubek ____.

Discussion-Action Items:

1. Motion to approve the minutes from May 1st, 2023, Planning Commission Meetings.
2. Discussion/Action regarding setback for Bold Bear LLC, 285 N Lake Ave, property in a previously developed block.
3. Recommendation to the Common Council regarding the setback for Bold Bear LLC, located at 285 N Lake Ave.
4. Discussion/ Action: Comprehensive plan update.
5. Potential approval to amend the contract with Northwest Regional Planning Commission to extend the timeframe for completion of the City of Phillips Comprehensive Plan update.
6. Discussion/Action regarding Sign Ordinance
7. Discussion/Action regarding Fencing Ordinance

8. Adjournment

Meeting Minutes
Phillips Planning Commission
June 5, 2023

Charles Peterson opened the meeting of the Phillips Planning Commission @ 5:30pm
Members Present: Chuck Peterson, Joe Perkins, Patty Stephan, Ted Kempkes and Scott Holoubek.

Others Present: Lyn Ludwig

Discussion-Action Items:

1. Perkins/ Stephan moved to approve the minutes from May 1st, 2023, Planning Commission Meetings. Carried
2. Discussion/Action regarding setback for Bold Bear LLC, 285 N Lake Ave, property in a previously developed block. Lyn Ludwig is requesting to build a deck that will house a pergola structure for a retailer moving into the building. This does not meet the current setbacks but due to it being a commercial previously developed block looking for approval from the planning commission. Will not be a visual hazard and planning commission felt the addition would be an improvement to the building. Stephan/Kempkes moved to accept the setbacks from the plan presented maintaining the 10' minimum for the deck construction at 285 N Lake Ave. Carried
3. Recommendation to the Common Council regarding the setback for Bold Bear LLC, located at 285 N Lake Ave. No action needed; planning commission approved.
4. Discussion/ Action: Comprehensive plan update. Kosmer had received an email requesting an article about New Urbanism be added to the Comprehensive Plan and at this time the planning commission did not feel that would be needed to add and any sort of development but perhaps they can add it as an addendum with the website. Holoubek was curious about what stage we are at with the condensing the plan down to make sure it's straight forward and we can always look at the draft and change that once we get it.
5. Kempkes/ Kempkes moved to approve the amend the contract with Northwest Regional Planning Commission to extend the timeframe for completion of the City of Phillips Comprehensive Plan update.
6. Discussion/Action regarding Sign Ordinance. Kosmer presented our current sign ordinance and discussed how it does not include electronic signs and advertising for other businesses on billboards. Suggested to look into Town of Worcester's sign ordinance since they have some electronic signs. The Planning Commission was okay with moving forward and having some suggestions brought forward and amending the ordinance.
7. Discussion/Action regarding Fencing Ordinance: Kosmer presented the City's current sign ordinance and noted some issues she is running into with setbacks and regulations of fencing. Commission instructed Kosmer to look into the state fencing regulations and then offered some suggestions of having property owners sign off

and agree or need to get a survey and then also some added language for maintaining the fencing. . The Planning Commission was okay with moving forward and having some suggestions brought forward and amending the ordinance.

8. Kempkes moved for adjournment. 6:16pm

A handwritten signature in black ink that reads "Shelby Kosmer". The signature is written in a cursive, flowing style.

Shelby Kosmer
City Clerk-Treasurer