



VILLAGE OF WEBSTER

PLANNING COMMISSION MEETING MINUTES

Tuesday, February 27, 2024 @ 3:00 p.m.

Webster Village Office

7461 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Village President, Bill Summer called the Planning Commission Meeting to order at 3:00 p.m.
 - II. **PRESENT** – Village President, Bill Summer; Village Trustee, Charlie Weis; Village Public Works Operator, Dean Phernetton; Village Zoning Administrator, Joe Atwood; Village Surveyor, Mark Krause; Village Citizen Member, Gaylen Brown; Village Citizen Member, Gaelyn Sears; Village Citizen Member, Greg Widiker; Village Clerk-Treasurer, Debra Doriott-Kuhnly. Others present: Village Trustee, Ed Dedman; Village Residents Russ Burford and Village Business Owner, Rick Estridge. Absent: None.
 - III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – Agenda Item #9 should be 298-57 D not 298-75 D. Joe Atwood said after revisiting section 298-71 A, disregard any proposed changes and discussion at this time. Motion to approve the agenda with these changes made by Member, Widiker; seconded by Trustee, Weis. **Motion carried 7-0.**
 - IV. **PUBLIC COMMENTS** – None.
 - V. **ORDINANCE 298-9: ZONING PERMIT** – Joe stated that the Villag Board had questions on the language of 298-9 D. He clarified the questions in an email to the board the day after the board meeting. He explained that it is zoning permits (referring to Sec. 244: Shoreland) not land use permits and it stays consistent with the County. Motion made by Surveyor, Krause to send back to the Village Board for approval; seconded by Member, Widiker. **Motion carried 7-0.**
 - VI. **TEXT AMENDMENTS FOR ORDINANCES 244-19, 298-18, 298-87, 298-23, 298-29, 298-31, 298-36, 298-70, 298-75, 298-76, 298-81, 298-82**– Joe recommends the following changes:
 - SEC. 244-19 C. change 12 months to **24** months. 24 months is what the Village adopted in the one and two family dwelling code-staying consistent.
 - SEC. 298-18 (7) (a) change excluding to **including**. The Village adopted manufactured homes in the one and two family dwelling code- staying consistent.
 - SEC. 298-87 (1) change Director of Public Works to **Zoning Administrator** this is Administrator duties. Change Chapter ILHR 21, Subchapters III, IV and to **SPS 321.40**
 - SEC. 298-23 B.(1) add **raising of farm animals in the Village limits will require a Conditional Use Permit**. I was told that some residents may already have farm animals so this would place special conditions on having animals so it doesn't get out of control.
 - SEC. 298-29 A. change Director of Public Works to **Zoning Administrator**- this is Zoning Administrator and Board duties.
 - SEC. 298-29 B. (4) add **Zoning Administrator** to stay in the loop
 - SEC. 298-31 change Director of Public Works to **Zoning Administrator** this is Administrator duties.

SEC. 298-36 A. change Director of Public Works to [Zoning Administrator](#)- this is Administrator duties.
 SEC. 298-36 C. change Director of Public Works to [Zoning Administrator](#) this is Administrator duties.
 SEC. 298-70 add [with a maximum height of 36 inches](#) to be consistent with 298-69
 SEC. 298-75 A. changing 1½ feet to [18 inches](#). Looks cleaner
 SEC 298-75 B. change 15 to [18 inches](#)
 SEC. 298-75 C. (2) Strike/Remove 'except that the minimum rear yard requirement may be 15 feet.'
 SEC 298-75 C. (5) Strike/Remove '(1-47)'
 Sec 298-75 C. (7) do not add [with the exception of C. \(2\)](#)
 SEC. 298-76 Change Satellite Earth Station (obsolete) to [Solar Array Systems \(title and any reference\)](#).
 Change Director of Public Works to [Zoning Administrator](#)- this is Administrator duties.
 SEC. 298-81 A. change Director of Public Works to [Zoning Administrator](#)- this is Zoning duties.
 SEC. 298-82 B. change Director of Public Works to [Zoning Administrator](#)- this is Zoning duties.
 SEC. 298-82 C. change Director of Public Works to [Zoning Administrator](#)-this is Zoning duties.
 SEC. 298-57 D. addition- see attachment- this would allow the Plan Commission and the Village Board to allow for extensions, enlargements and alterations to lawful nonconforming structures or land under special circumstances and strict conditions.
 And ---Change(title) Existing Nonconforming uses to [Existing Nonconforming Uses and Structures](#)

After review and discussion, motion made by Trustee, Weis to accept the text amendments to sections of Village Ordinance Chapter 298: Zoning and the addition of Sec 298-57 D as presented and recommend the changes to the Village Board; seconded by Surveyor, Krause. **Motion carried 7-0.**

- VII. **SAMPLE CHICKEN ORDINANCE** – After review and discussion, motion made by President, Summer to accept the sample Chicken Ordinance and recommend the ordinance to the Village Board; seconded by Trustee, Weis. **Motion carried 7-0.**
- VIII. **SAMPLE SHORT TERM RENTAL ORDINANCE** - After review and discussion, motion made by Trustee, Weis to forward the sample Short Term Rental Ordinance to the Village Board for their review and input before accepting and recommending the ordinance to the Village Board; seconded by President, Summer. **Motion carried 7-0.**
- IX. **ADDITION TO WAYNE’S FOODS PLUS** – Informational review pending adoption of Ordinance 298-57D. Rick Estridge presented the proposed plan for an addition to the store. They will demo around 2,100 sq ft of the existing store, construct 5,800 sq ft of new: with net effect just shy of 4,000 sq ft resulting in a 27, 000 sq ft store. Mark Krause presented land maps and spoke of lawful nonconforming use/structure on a legal lot. Mark explained that by approving the ordinance addition 298-57 D there would no longer be an issue. President, Summer stated the Public Property Committee met last night and gave approval for Wayne’s to purchase the adjoining land, box in easements and allowances for street. Widiker confirmed that the addition would not create a much larger footprint. Rick also mentioned that with them buying the land, from the Village, this will now be on the tax roll. Rick said they would like to start the remodel project in the Spring with the major portion happening after Labor Day. The Plan Commission supports the addition of Wayne’s Foods Plus.

- X. ADJOURNMENT. Motion was made by Village President, Summer to adjourn at 4:35 p.m., seconded by Trustee, Weis. Motion carried 7-0.

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer
February 27, 2024

***These minutes are subject to approval at next month's Regular Meeting.