

PLAN COMMISSION MEETING

June 17, 2015

Present: Elliott, Hintz, Pepler, Will, Workowski

Absent: Hoch, Whitrock

Others: Public Works Director Drake, Building Inspector Leahy, City Administrator Rich

Will called the meeting to order at 7:00 p.m.

Approval of agenda

Workowski moved and Pepler seconded a motion to approve the agenda as amended. Motion carried 5-0.

Approve meeting minutes – May 20th

Will moved and Pepler seconded a motion to approve the May 20th, 2015 minutes as presented. Motion carried 4-0-1 (Elliott abstain).

Action items

Extraterritorial Certified Survey Map – Walter Kolberg, County Road FF

Land surveyor Dennis Green addressed the commission on behalf of the property owner. Green explained that the owner is looking to divide the parcel into 2 lots. The owner's grandson plans to farm the land and build a house at some point in the future. The 19 acres is for the grandson. Motion to recommend approval of the Certified Survey Map for Walter Kolberg by Elliott, second by Workowski. Motion carried 5-0.

Site plan – Ripon Medical Center

Will explained the parking lot expansion is needed to provide parking primarily for hospital staff. Excavating work has begun, but the hospital is waiting on site plan approval to proceed with further work. Building Inspector Leahy reported the landscaping point schedule is needed yet. No building permit is required. Elliott inquired if any inspections are required by the Building Inspector, such as the foundation for the light poles, rebar, etc. Drake stated that is the responsibility of the property owner. Elliott inquired if it is customary to start work ahead of time. Drake issued a grading permit, so the hospital could start with the excavating, ground work, etc. Safety was a concern of the city regarding the large number of vehicles parking in the street. Elliott inquired if the hospital meets the required number of parking spaces. Leahy responded yes, the parking requirement in Institutional is minimal, as it is based on the number of beds. Elliott moved and Hintz seconded a motion to approve the site plan for Ripon Medical Center as presented, subject to the landscaping point schedule approval by the Building Inspector. Motion carried 5-0.

Signage request – Ripon Chamber of Commerce

John Rockwood, Chair of the Little White Schoolhouse board of directors, was present to address the Commission. Rockwood explained that since 2013 the Ripon Chamber of Commerce has been working on resurfacing their signage. Three of the four signs are done. The sign on Hwy 44 is the last one left. The sign needs to be relocated due to WisDOT's

upgrading plans. The City Council had previously approved relocating the sign to Prairie Place, but the State disapproved the request because the zoning was R-1. The Chamber proposes placement of the sign 300 feet west of Seelig Way, 70 feet off the centerline of the existing highway. This would meet WisDOT requirements, and would allow for all easements currently granted. It would also allow for substantial clearance of the City's existing Business Park sign. The face of the sign would feature the Little White Schoolhouse. The sign would not be illuminated. The dollars have already been raised from service organizations; all that is needed is a location. WisDOT will pay for the relocation of the sign. Work will be done by Modern Pole. Installation of the signage will be by Ripon Area Builders. The Chamber understands that if the City sells the property the sign may need to be moved, and the cost of removal would be Chamber's responsibility. Pepler moved and Workowski seconded a motion to recommend approval of the Ripon Chamber of Commerce's signage request as presented. Motion carried 5-0.

Project updates and staff reports

Rich reported that the sign requirements for Institutional Zoning Districts was approved by the City Council, as recommended by the Plan Commission.

Agenda items for future meetings

Elliott suggested reviewing the parking requirements for Institutional Zoning Districts. Building Inspector Leahy will look for samples from other communities.

With no further business before the Commission, Hintz moved and Will seconded a motion to adjourn. Motion carried 5-0. Will declared the meeting adjourned at 7:25 p.m.

Respectfully submitted,
Lori Rich, City Administrator