

Plan Commission
Regular Meeting Minutes

Village Hall
2417 Brewery Road
Cross Plains, WI 53528
(608) 798-3241

Monday, June 5, 2023
6:30 pm

I. Call to Order

Village President Lengfeld called the meeting to order at 6:30 pm.

II. Roll Call

Present: Commissioner(s) Kevin Thusius, Seth Johnson and Sarah Francois Trustee(s) Judy Ketelboeter, Doug Brunner and Village President Lengfeld

Also Present: Village Administrator Brian Mooney, Village Planner Ben Rohr

III. Pledge of Allegiance – Everyone joined in the Pledge of Allegiance.

IV. Public Comment – None

V. General Business – Regular Meeting

1. Approval of the Minutes from the May 1, 2023, Plan Commission Meetings

A motion was made by Commissioner Johnson, seconded by Trustee Brunner, and unanimously carried by the Plan Commission, to approve the May 1, 2023 Plan Commission meeting minutes.

2. Village Driveway Ordinance Amendments

A.) Public Hearing

Trustee Brunner motioned to commence the public hearing, seconded by Commissioner Thusius, and unanimously carried by the Commission to open the public Hearing.

Hearing no comments, a motion was made by Commissioner Thusius, seconded by Trustee Brunner, and unanimously carried by the Plan Commission to close the public hearing

B.) Action

Following questions and discussion about parking options directly alongside and behind existing property garage space, and Trustee Ketelboeter motioned to approve the proposed Ordinance Section 84 amendments, seconded by Commissioner Francois, and unanimously supported by the Village Plan Commission

3. Discussion Village Short-Term Rental Properties

Village President Lengfeld introduced the topic of a Village Short-Term Rental Policy, and Village Planner Mr. Rohr provided background information on the proposed Short-Term Rental Ordinance and associated considerations within Cross Plains. The Commission discussed the establishment of minimum stay requirements of one versus two days, and parking restrictions at the sites of Short-Term Rental licensed properties. Upon final discussion, Commission recommendation was to establish two-day minimum stay requirements and a consolidation of listed parking requirements on site at Short-Term Rental properties.

4. Discussion Village Banner Policy

Village President Lengfeld briefed the Plan Commission on the background related to the Village entrance sign banner addition. Mr. Lengfeld informed the Commission the Village currently has a Main Street Banner policy, and a temporary sign policy that this matter could be considered merged within. Upon discussion by the Plan Commission, it was agreed creating a new Village Banner Policy involving the entrance signs would be more applicable to this situation, and allows for easier future modification that creating a new Village Ordinance. Mr.

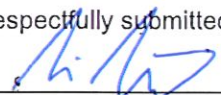
Lengfeld stated he will put together a new Village entrance sign banner policy that includes timeframes for banner display, and bring to a future meeting.

VI. Adjournment

A motion was made by Commissioner Francois, seconded by Commissioner Johnson, and unanimously carried by the Plan Commission to adjourn at 7:15 pm.

Proper notice of this meeting was given to the public and posted on the public bulletin boards in accordance with the Open Meeting Law.

Respectfully submitted,



Brian Mooney
Village Administrator