

Sherwood Plan Commission Meeting Minutes
Oct. 7, 2019

- 1) Call to Order/Roll Call – *Chairman Summers called the meeting to order at 6:30 p.m. with roll call:*

Present	Absent
<i>Jean DeKeyser</i>	<i>None</i>
<i>Bob Gillespies</i>	Others Present
<i>Joyce Laux</i>	<i>Randy Friday, Administrator</i>
<i>Kathy Salo</i>	<i>Kathy Mader, Acting Clerk</i>
<i>Brad Schmidt</i>	<i>Ned Marks, Village Board Trustee</i>
<i>Scott Sheppard</i>	
<i>Steve Summers</i>	

- 2) Pledge of Allegiance – *Recited*

- 3) Approval of the Agenda – *Salo moved to approve the agenda. Schmidt seconded. Motion carried unanimously.*

- 4) Approval of Minutes: Sept. 3 (Special Meeting) – *Sheppard moved to approve the September 3, 2019 minutes. Laux seconded. Motion carried unanimously. Summers requested it be noted the commission recommendation “to restrict vehicle storage to 72 hours to single – and two-family residences, only” does not negate business district storage of vehicles from Chapter 22-18, A Storage and H Temporary Storage.*

- 5) Citizen comments on agenda items – *None*

- 6) Officer’s Report
 - a. Plan Commission – Chair – *Summers reported the Village Board approved the (September 3) Zoning amendments except for the elimination of the burning regulation and clarification of the lighting ordinance. Summers explained, per Rules of the Village Board, an item which was acted upon cannot be brought forth for consideration again for six months. Thus, the reason the burning ban regulation discussion is not on this agenda. Summers will inquire during October 28 Village Board meeting if the Board will allow the Plan Commission to prepare a survey regarding burning prior to the six months (March).*

 - b. Zoning Administrator – *Friday stated the Hawkinson property and Duncan property deals have closed. Discussion continues for mixed-use zoning for the land along the Condon Road extension.*

- 7) Old Business:
 - a. *Calendar:* Review of annual Comprehensive Plan obligations (May and Dec.) – *None*

Zoning Code updates: Ad Hoc Committee input – Review of ‘lighting standards’ for further review and clarification (by directive of Village Board; Sept. 9) – *Marks provided suggestions, per his work experience, to the sub-committee (SC) recommendations for*

Zoning Code Chapter 22, Exterior Lighting:

Commercial

1. *Semi cut-off fixtures be added. Full cut-off fixtures direct no light above the fixtures. Semi cut-off fixtures direct a small amount of light above the fixtures.*
2. *Delete*
3. *Keep*
4. *Keep*
5. *Consider adding 3:1 ratio rather than the 4:1 ratio*
6. *Keep*
7. *Keep*
- 8a. *Consider 23.0 feet max, suggests there could be complaints if 18.0 feet*
- 8b. *Keep*
- 8c. *Keep*
- 8d. *Keep*
9. *Consider Deleting as not necessary*
10. *Keep*
11. *Keep*
12. *Keep*

Residential

1. *Keep*
2. *Consider 5,000 lumens, suggests research*
3. *Keep*

8) New Business:

- a. **Consider third driveway request at Fire Station #60 (W469 Clifton Road) – *Schmidt moved to recommend Village Board approval for Administrator to work with McMahon on plan for a new (third) driveway at Fire Station #60 (W469 Clifton Rd). Gillespie seconded. Motion carried unanimously.***

9) Correspondences:

- a. Using and Updating the Comprehensive Plan (Center for Land Use Education – UWSP; Sept.)

10) Adjourn – ***Sheppard moved to adjourn at 7:40 p.m. Schmidt seconded. Motion carried unanimously.***

Respectfully submitted for review and approval by Kathy Mader, Acting Clerk