

**Zoning Board of Appeals Agenda
September 19, 2023
Reedsburg City Hall Council Chambers
12:00 PM**

DUE TO THE RESTRICTIONS CAUSED BY THE COVID-19 PANDEMIC, SOME VOTING MEMBERS MAY BE PRESENT VIA TELECONFERENCE OR VIDEO CONFERENCE, AS PROVIDED BY THE RECOMMENDATIONS OF THE WISCONSIN DEPARTMENT OF JUSTICE. [HTTPS://WWW.DOJ.STATE.WI.US/NEWS-RELEASES/OFFICE-OPEN-GOVERNMENT-ADVISORY-CORONAVIRUS-DISEASE-2019-COVID-19-AND-OPEN-MEETINGS](https://www.doj.state.wi.us/news-releases/office-open-government-advisory-coronavirus-disease-2019-covid-19-and-open-meetings)

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY ATTEND THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THE COMMON COUNCIL HAS DECISION-MAKING AUTHORITY. IF A QUORUM OF THE COMMON COUNCIL ATTENDS THIS MEETING, NO ACTION WILL BE TAKEN BY THE COMMON COUNCIL AT THIS MEETING.

CALL TO ORDER

APPROVAL OF MINUTES

I. APPROVE MINUTES FOR THE MEETING HELD ON AUGUST 8 & AUGUST 15, 2023:

THE COMMITTEE WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COMMITTEE BY MEMBERS OF THE PUBLIC. THE COMMITTEE WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING

I. GENERAL BUSINESS:

- A. Consider zoning variance per § 690-111 to exceed the maximum number of three (3) wall signs. – 101 S Albert Ave; Parcel #276-0043-00000 – La Crosse Sign Group / Kwik Trip. This request was tabled 8/15/23
- B. Consider zoning variance per § 690-104 & 106 to alter a legal non-conforming sign and exceed the maximum size for an electronic ground sign. – 1720 E Main St; Parcel #276-2084-00000 (Airport) – Lamar Advertising
- C. Consider zoning variance per § 690-104 & 110 to exceed the maximum size for an electronic sign and overall ground sign. – 1501 Viking Dr; Parcel #276-2046-00000 (Fieldhouse) – City of Reedsburg

II. ADJOURN:



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

**Reedsburg Plan Commission &
Zoning Board of Appeals (ZBA)**
August 8, 2023



Mayor Dave Estes called the joint meeting of the Reedsburg Plan Commission and ZBA to order at 6:00 PM in Reedsburg City Hall.

Present: Alder Mike Gargano, Beth DeForge, Dan DeBaets

Absent: Alder Sonny Hyde, Jay Brunken, Steve Zibell

ZBA – Present: Nathan Johnson, Jessica Phalen, Richard Braun, Walter Luepke

Staff: Tim Becker, Max Buckner, Brian Duvalle

Approval of Plan Commission Minutes: Motion by Gargano, seconded by DeForge to approve the 7/11/23 meeting minutes.

Motion approved

Approval of ZBA Minutes: Motion by Phalen, seconded by Luepke to approve the 6/20/23 meeting minutes.

Motion approved

Consider recommending Certified Survey Map to divide existing tax parcel into Lot 1 – E7742A & E7742B N Reedsburg Rd; Parcel # 010-0123-00000 – Jeffrey & Pamela Coy
This CSM was updated to reflect the RC-5 zone and is recommended by the Town and RADC.

Motion by Estes, seconded by Gargano to recommend approval.

Motion approved

Consider recommending Certified Survey Map to divide existing tax parcel into Lot 1 & Lot 2 – E6120 Lane Dr; Parcel # 030-0593-00000 – Paul & Kathy Grosskrueger
This CSM would split the house from the farm land and is recommend by the Town and RADC.

Motion by Gargano, seconded by DeBaets to recommend approval.

Motion approved

Consider a Conditional Use Permit for a rural health clinic addition to Reedsburg Area Medical Center. – 2000 N Dewey Ave; parcel #276-1932-10000 – Eppstein Uhen Architects
The proposed addition would extend into the east side parking lot and that parking would be shifted to the west side for employees. The parking spaces would replace and match the existing 9 X 18 spaces. Doug Mittelstaedt from RAMC stated that there would be a drive-up pharmacy, ground-level east entrance and in-house MRI. There were no public comments.

Motion by Gargano, seconded by DeBaets to approve the CUP as presented.

Motion approved

Consider Final Plat for proposed zero-lot line subdivision. – South end of Retzlaff Dr; parcel #276-1928-53024 – Maxwell Dvorak
The plat would install 16 zero-lot line duplexes. A public access would be included to the 20th St

Park. A zero-lot line agreement is still required.

Motion by Gargano, seconded by DeForge to recommend approval.

Motion approved

Consider Site Plan Review to amend previous site plan. The new plan would replace the currently approved 110 X 120 and 225 X 120 buildings with 215 X 120 building. – 410 South Ave; parcel #s 0480, 0481 & 0482– Wade Riffey

Discussion was held on past reviews of the site since 2021. The amended site plan would have a smaller building to provide for onsite flood storage.

Wade Riffey stated that the first rail cars started two years ago. The originally proposed silos were deemed too expensive. Flood storage does not work at the former city shop site, they hope to start this fall with enclosure of the building by winter. There is a water line and sewer under the proposed building but could be allowed with access to them and installing a casing. He would install a fence and/or vegetation along the west lot line.

Korin Maier stated there is sound and dust and would prefer trees instead of a fence.

Jay Utley is concerned about the berm in the SW corner and the fill has been allowed to remain. He stated concern about timeline for DNR approval and possibility of a flood. The increased threat of flooding from the fill placement is a hazard to houses on S Park St. He wants the property owners to be protected and things done correctly. He wants to see the flood storage removed and is concerned about run-off and sound barrier of the hoop shed.

Rodney Sonnenberg stated concern about the water table and nearby central drainage ditch regarding the proposed flood storage area.

Attorney John Orton replied that water retention will control the flow out of the storage area. Wade Riffey added that the current plan has a 5' side setback and he is now proposing 16.5'.

Ray Fry is concerned about future flooding and if water will be permanent in the flood storage area.

Luke Baker questioned why Riffey was allowed to start without meeting all the conditions. Riffey responded that he hoped to have DNR approval by now, but plans changed.

Kay Fry stated that Riffey is not being held accountable and would like to see timelines for development.

Dave Knudson stated he was on the Plan Commission when originally approved and that city officials agreed this to be an appropriate site. It was known this would be a multi-year project. Riffey is complying except for the fill, which was brought in from the Korth project which received TIF funds. He encourages a new approval with timeframes added.

Dave Hahn is concerned about dust and loss of property value.

Discussion held on erecting the building within 4 weeks of DSPS approval and adding the fence/trees after the flood storage is finished. Currently Riffey is still on Phase I. Discussion held on a vegetative buffer, which Sauk County addresses in their ordinance as a guide.

Motion by Estes, seconded by Gargano to approve the CUP with the following conditions:

1. Two weeks to submit applications to DNR; CC city staff
2. Submit DSPS application within three weeks of DNR approvals
3. 90 days to build out hoop shed w/ fence
4. Resolve any utility conflicts
5. Receive zoning variances from ZBA
6. Use Sauk County vegetative buffer guidelines
7. Install millings as part of final grading
8. Submit Elevation Certificate once grading and hoop shed are complete

Motion approved

Consider zoning variance per § 690 Schedule 3 for a 21.5' side yard setback as well as per § 690-52 and § 690-53 to construct a 10'-high fence along the west side lot line. – 410 South Ave; Parcel #276-0481-00000 – Wade Riffey

The previous variance approval had a larger building. The current proposal is for a fence to help shield the neighboring properties instead. The fence would have 4X4 posts and steel. The building width is the same, but more space is needed for drainage due to the lack of gutters, and underground utilities still block further placement to the east.

Motion by Luepke, seconded by Phelan to approve the variances as submitted.

Motion approved

Motion by Gargano, seconded by DeBaets to adjourn at 7:54 PM.

Motion approved

Respectfully submitted,

Brian Duvalle
Planner/Building Inspector

City of Reedsburg
Zoning Board of Appeals Minutes
August 15, 2023

Present: Nathan Johnson, Jessie Phalen, Walter Luepke
Absent: Richard Braun
Others: Tim Lindloff and Brian Duvalle

Chair Nathan Johnson called the meeting to order at 12:00 PM.

Consider zoning variance per § 690-111 to exceed the maximum number of three (3) wall signs. – 101 S Albert Ave; Parcel #276-0043-00000 – La Crosse Sign Group/Kwik Trip

Kwik Trip would like to replace their signs on the gas pump canopy which would put them over the limit for the number of wall signs they are allowed. They would meet the total square footage of signs but over the maximum number of three signs. Currently, there are un-lit signs on each side of the canopy. They would like to replace all 4 current signs with three LED lighted signs on the north, east and west sides of the canopy along with a red LED lighted strip all the way around the canopy. There is also an existing wall sign on the store.

Tim Lindloff, neighbor across the street from Kwik Trip, spoke about safety concerns of the new LED lighting. He indicated that the intersection at Kwik Trip is dangerous enough without having the LED lighting. He feels it will be more of a distraction at the intersection.

Motion by Luepke, seconded by Phalen to approve the variance as presented. There was discussion on the LED lighted strip around the canopy. Luepke added a condition to his motion, second by Phalen, that they would not be allowed to install the LED lighted strip around the canopy. Phalen mentioned tabling it until the next regular meeting. Luepke and Phalen withdrew their motion. Motion by Luepke, seconded by Phalen to table it until the September 19 meeting at 12 noon to give La Crosse Sign Group and/or Kwik Trip another opportunity to attend the meeting.

Motion approved 3-0

Motion by Phalen, seconded by Luepke to adjourn at 12:16 PM.

Motion approved 3-0

Respectfully submitted,

Julie Strutz
Deputy Clerk-Treasurer

Staff Report

DATE: August 15, 2023 – 12:00 PM

APPLICANT: La Crosse Sign Group / Kwik Trip

LOCATION: 101 S Albert Ave; Parcel #276-0043-00000

ZONING: B-2 Business

DESCRIPTION: Consider zoning variance per § 690-111 to exceed the maximum number of three (3) wall signs. LED lighting would also be added to canopy.

General Findings

SURROUNDING LAND USES:

- North – Residential, Commercial
- West – Residential
- South – Residential, Commercial
- East – Residential

ZONING:

- North – B-2, B-3
- West – B-3
- South – B-2, R-1
- East – B-3

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: E Main St / S Albert Ave; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Commercial

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

Variance Findings – § 690-12(B)

- 1. The variance will not be contrary to the public interest.**
 - 2. Substantial justice will be done by granting the variance.**
 - 3. The variance is needed so that the spirit of the ordinance is observed.**
 - 4. Due to special conditions, a literal enforcement of the provisions of the zoning ordinance will result in unnecessary hardship.**
-
- a. The Board finds that the parcel is zoned B-2 Business.
 - b. The Board finds that the parcel contains an existing Kwik Trip.
 - c. The Board finds that § 690 -111 limits wall signs to a total of three (3).
 - d. The Board finds that the main store has at least one wall sign; three new signs are proposed for the gas pump canopy.
 - e. The Board finds that the parcel is 0.621 acres.
 - f. The Board finds that the property is located at the intersection of W Main & S Albert (Hwy 23/33).
 - g. The Board finds that the total sign square footage would be under the maximum 200 SF permitted.

STAFF COMMENTS:

The signage proposed here is similar to what the east side Kwik Trip currently has on their canopy. While not precedent setting, the future Kwik Trip next to the airport received a sign variance in May 2022. I think the bigger question is the LED lighting proposed around the canopy since the site is surrounded by residential properties. If a sign variance is approved, a condition may need to be added for the lighting.

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. August 15, 2023, ZBA Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Request for Review
- G. Notice of Public Meeting

All information saved 9:55 a.m.

DELETE FORM

Application form Zoning Variance

All required fields are marked with *

ZONING VARIANCE

Close ^

BACK TO WORKSPACE

The current use of the gas canopy signage is vinyl signage.

Proposed use

We are proposing lit, LED channel letters and canopy stripe.

PLEASE DESCRIBE HOW YOUR REQUEST MEETS EACH OF THE FOLLOWING VARIANCE STANDARDS

Close ^

To grant a variance, the Board of Appeals must find four things

1) The variance will not be contrary to the public interest *

The signs proposed would not exceed 200 square feet. Three, 18" lit, LED Kwik Trip channel letters on the canopy equate to 40.5 square feet. Combined with the sign on the building, a set of non-lit, 18" 'Kwik Trip' letters, the total square footage with the new signs would be 54 square feet. If the canopy signage was included, it would add 113 square feet to signs, a total of 164 square feet, still not exceeding the 200.

2) Substantial justice will be done by granting the variance.

Please provide more information *

Kwik Trip maintains a brand image that is universal across its stores. Allowing the variance will help Kwik Trip maintain its branding image.

3) The variance is needed so that the spirit of the ordinance is observed.

Please provide more information *

The total square footage, including the canopy stripe and building letters, is still less than 200 square feet (totaling 167 square feet), which would observe the variance.

4) Due to special conditions, a literal enforcement of the provisions of the zoning ordinance will result in unnecessary hardship.

Please provide more information *

If approved, we can continue producing the canopy stripe and letters, install once the fascia is completed, and have a complete job. If it is not approved, La Crosse Sign Group would need to return the CAD drawings to Kwik Trip, they would draft a new set, then we would resubmit a permit application for approval. Each time the drawing is rejected, it will repeat that process until approved. This would take time

Back to top 

release/230712 (a2713142d79b8089d75b28709e7c178d509cfefe) 2023-08-01T09:43:16.442Z (23)

KWIK TRIP

The Kwik Star logo, featuring the word "Kwik" in a bold, italicized, sans-serif font above the word "Star" in a similar font, with a five-pointed star replacing the letter "a". The logo is red with a white outline.

CANOPY LAYOUT PLAN	
CONVENIENCE STORE #839	101 S Albert Ave Reedsburg, WI

[illegible]

GC-1

Page 10 of 23

- * (1) POWER SUPPLY CAN RUN 28'-0" OF LED OR (40) LED MODULES MAXIMUM HANLEY LED
- * POWER SUPPLY TO BE CENTERED IN EACH SECTION OF LED STRIPE RUN, CENTER-LOADING LEDS IN EACH RUN
- * POWER SUPPLY DRAWS .8 AMP AT 120V INPUT
- * (12) POWER SUPPLIES REQUIRED TOTAL (AS SHOWN ON PLAN)
- * TOTAL LED STRIPE LENGTH = 167'-0"

SOUTH

30'-5" OVERALL

31'-3" LED STRIPE

20'-0"

11'-3"

5'-2 1/2"

9'-7"

20'-0"

15'-7 1/2"

1 POWER SUPPLY IN TRANSFORMER BOX FOR LED STRIPE

9'-7"

20'-0"

19'-4"

58'-8" LED STRIPE

70'-3" OVERALL

18'-8"

1'-6"

9'-0"

#01 - 18" LED KWIK TRIP LETTERS

1'-6"

6'-0"

6'-0"

9'-0"

#02 - 18" LED KWIK TRIP LETTERS

1'-6"

18'-5" LED STRIPE

30'-5" OVERALL

1'-6"

9'-2 1/2"

6'-0"

1 POWER SUPPLY IN TRANSFORMER BOX FOR LED STRIPE

1 POWER SUPPLY IN TRANSFORMER BOX FOR LED LETTERS

1 POWER SUPPLY IN TRANSFORMER BOX FOR LED STRIPE

1 POWER SUPPLY IN TRANSFORMER BOX FOR LED LETTERS

9'-7"

20'-0"

19'-4"

58'-8" LED STRIPE

70'-3" OVERALL

18'-8"

1'-6"

9'-0"

#03 - 18" LED KWIK TRIP LETTERS

EAST - STORE SIDE

$1/8'' = 1'-0''$







City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: Lamar Advertising
ADDRESS: 5101 S. HWY 51 **CITY:** Janesville **STATE:** WI
ZIP: 53546 **PHONE:** 608-352-2051 **PARCEL #:** 276-2084-00000
E-MAIL: whickey@lamar.com
PROPERTY OWNER: (if different from Applicant) City of Reedsburg
LOCATION: (if different from address above) 1720 E. Main Street

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

- ☐ **Certified Survey Map (CSM):** _____
- ☐ **Conditional Use Permit:** _____
For *CONDITIONAL USE PERMIT* requests, also answer "A, B & C" on back page.
- ☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____
- ☐ **Rezoning - From:** _____ **To:** _____ **TID #** _____
- ☐ **Site Plan Review:** (See "B & C" on back page) _____
- ☐ **Zoning Appeal / Interpretation:** _____
- ☒ **Zoning Variance:** Replacing 300^{sq} ft static face with 300^{sq} ft Electronic face
For *VARIANCE* requests, also answer "D" on back page.
- ☐ **Other or Annexation:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.

Applicant Signature / Date

Owner Signature / Date

Account #10-461500-00

**The applicant or representative
MUST ATTEND the meeting(s).**

Cond Use Permit	\$200	_____
Cond Use-Agriculture	\$400	_____
Variance	\$125	<u>X</u>
Rezoning	\$200	_____
C.S.M.	\$175	_____
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Site Plan Review	\$175	_____
Annexation	\$200	_____
Plan Amend	\$200	_____
Date Paid		<u>9-11-23</u>
Receipt #		<u>1045371</u>

City of Reedsburg
134 S Locust Street
PO Box 490
Reedsburg WI 53959

608-524-6404

Receipt No: 1.045371

Sep 11, 2023

LAMAR OF MADISON-ROCKFORD

Permits/Fees - Zoning	125.00
10-435200 ZONING PERMIT FEES	

Total:	125.00
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CHECK	Check No: 1513	125.00
Payor: LAMAR OF MADISON-ROCKFORD		

Total Applied:	125.00
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Change Tendered:	.00
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09/11/2023 12:32 PM

Staff Report

DATE: September 19, 2023 – 12:00 PM

APPLICANT: Lamar Advertising

LOCATION: 1720 E Main St; Parcel #276-2084-00000 (Airport)

ZONING: Government

DESCRIPTION: Consider zoning variance per § 690-104 & 106 to alter a legal non-conforming sign and exceed the maximum size for an electronic ground sign.

General Findings

SURROUNDING LAND USES:

- North – Commercial
- West – Commercial
- South – Industrial
- East – Commercial; Industrial

ZONING:

- North – B-2 Business
- West – B-2 Business
- South – I-3 Industrial
- East – B-2 Business; I-1 Industrial

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: E Main St (Hwy 23/33); 99' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Government & Institutional

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

Variance Findings – § 690-12(B)

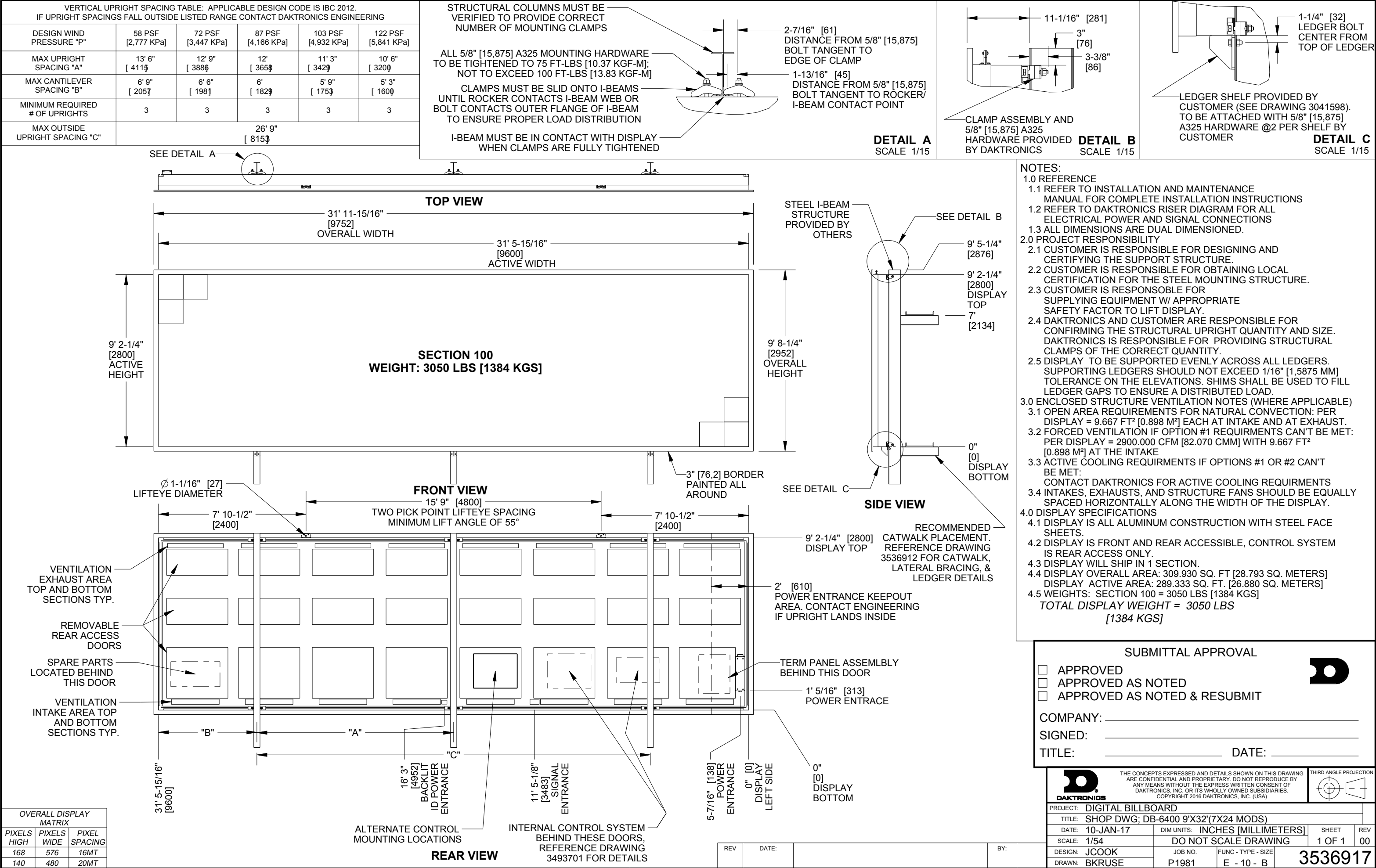
- 1. The variance will not be contrary to the public interest.**
 - 2. Substantial justice will be done by granting the variance.**
 - 3. The variance is needed so that the spirit of the ordinance is observed.**
 - 4. Due to special conditions, a literal enforcement of the provisions of the zoning ordinance will result in unnecessary hardship.**
-
- a. The Board finds that the parcel is zoned Government.
 - b. The Board finds that the property contains the Reedsburg Airport.
 - c. The Board finds that an existing billboard would be replaced with an electronic version.
 - d. The Board finds that the current billboard was installed in 1991.
 - e. The Board finds that §690-104 permits electronic signs up to 35 SF and 35 SF overall per §690 Attachment 5.
 - f. The Board finds that the property is on E Main St (Hwy 23/33).
 - g. The Board finds that the City Council has approved a new agreement with Lamar.
 - h. The Board finds that the current and proposed sign are about 300 SF.

STAFF COMMENTS:

This is a legal non-conforming sign, but state statute allows non-conforming structures to continue without a cost improvement restriction (e.g. 50% of the value). However we are in the process of amending that section of the ordinance since the sign section still states the old 50% - rule. So essentially the only section for a variance is the size of an electronic sign. The sign is outside the Hwy right-of-way as well as the upcoming Viking Dr extension.

Exhibit List

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City of Reedsburg GIS

DISCLAIMER: The City of Reedsburg does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 69'

CITY OF REEDSBURG

134 S. Locust Street
PO Box 490
Reedsburg, WI 53959
608-524-6404

Print Date: 9/11/2023

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: City of Reedsburg

ADDRESS: 134 S Locust **CITY:** Reedsburg **STATE:** WI

ZIP: 53959 **PHONE:** 524-6404 **PARCEL #:** 2046

E- MAIL: _____

PROPERTY OWNER: (if different from Applicant) _____

LOCATION: (if different from address above) Nishan Park / new fieldhouse

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☐ **Certified Survey Map (CSM):** _____

☐ **Conditional Use Permit:** _____

For *CONDITIONAL USE PERMIT* requests, also answer “A, B & C” on back page.

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Rezoning - From:** _____ **To:** _____ **TID #** _____

☐ **Site Plan Review:** (See “B & C” on back page) _____

☐ **Zoning Appeal / Interpretation:** _____

☐ **Zoning Variance:** Exceed size for electronic sign & ground sign

For *VARIANCE* requests, also answer “D” on back page.

☐ **Other or Annexation:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.

Applicant Signature / Date

Owner Signature / Date

Account #10-461500-00

***The applicant or representative
MUST ATTEND the meeting(s).***

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Cond Use Permit	\$200	_____
Cond Use-Agriculture	\$400	_____
Variance	\$125	_____
Rezoning	\$200	_____
C.S.M.	\$175	_____
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Site Plan Review	\$175	_____
Annexation	\$200	_____
Plan Amend	\$200	_____
Date Paid		_____
Receipt #		_____

A. Please describe how your request meets each of the following Conditional Use standards, as applicable.

- A. Proposed operation. No conditional use shall be approved by the Plan Commission unless it finds that the use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public welfare and will be in harmony with the general purpose of this chapter and will not place demands on fire, police, or other public resources in excess of current capacity.
- B. Character and use of adjoining buildings and those in the vicinity. The proposed conditional land use shall not involve uses, activities, processes, materials, or equipment that would create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, and odors.
- C. Utilities. The proposed conditional land use will be adequately served by electric, water & sewer facilities and refuse collection & disposal services.

B. Please describe how your request meets each of the following Site Plan standards, as applicable.

- A. Topography and vegetation. The site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property, the minimization of tree and soil removal and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.
- B. Stormwater. Special attention shall be given to proper site drainage so that removal of stormwaters will not adversely affect neighboring properties.
- C. Emergency Services. All buildings shall be so arranged as to permit emergency vehicle access by some practical means.
- D. Exterior lighting shall be arranged as follows:
 - (1) It is deflected away from adjacent properties.
 - (2) It does not impede the vision of traffic along adjacent streets.
 - (3) It does not unnecessarily illuminate night skies.
- E. Traffic generation, circulation and parking areas. The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area.
- F. Architectural plans; existing and proposed structures. The proposed conditional land use shall be designed, constructed, operated, and maintained so to complement the surrounding area. Physical buffers shall be added as needed for neighboring conformance.
- G. Consistency with other plans and statutes. Site plans shall conform to all applicable requirements of City, state and federal statutes and the City of Reedsburg Comprehensive Plan, and approval may be conditioned on the applicant receiving necessary City, state and federal permits.

C. Site Plan Requirements, as applicable.

- (A) North arrow
- (B) Location of property lines, dimensions, and setbacks.
- (C) Location of existing and proposed public roads, rights-of-way and private easements of record.
- (D) Location of existing water bodies, surface drainage ways, stormwater controls, floodplains, and wetlands.
- (E) Location of existing and proposed buildings.
- (F) Location of parking areas and all exterior lighting.
- (G) Location of all loading / unloading areas.
- (H) Location of all sidewalks, walkways, bicycle paths and areas for public use.
- (I) Location of all utilities on the site.
- (J) Location and specifications for all fences, walls, and other screening features.
- (K) Location and specifications for all existing and proposed perimeter and internal landscaping.
- (L) Location and specifications for screening of all trash receptacles and other solid waste disposal facilities.
- (M) Location and specifications for proposed signs.
- (N) Elevation drawings for proposed commercial structures.
- (P) Floor plans, when needed to determine the number of parking spaces required.

D. Please describe how your request meets each of the following Variance standards. Attach additional pages if needed.

To grant a variance, the Board of Appeals must find four things:

- 1) The variance will not be contrary to the public interest.
- 2) Substantial justice will be done by granting the variance. _____
- 3) The variance is needed so that the spirit of the ordinance is observed.
- 4) Due to special conditions, a literal enforcement of the provisions of the zoning ordinance will result in unnecessary hardship.

Variance Hardship. A property owner bears the burden of proving "unnecessary hardship" by demonstrating either of the following:

- 1) For an area variance, that strict compliance with a zoning ordinance would unreasonably prevent the property owner from using the property for a permitted purpose or would render conformity with the zoning ordinance unnecessarily burdensome.
- 2) For a use variance, that strict compliance with a zoning ordinance would leave the property owner with no reasonable use of the property in the absence of a variance. In both situations, the property owner bears the burden of proving that the unnecessary hardship is based on conditions unique to the property, rather than personal considerations, and that the unnecessary hardship was not created by the property owner.

Staff Report

DATE: September 19, 2023 – 12:00 PM

APPLICANT: City of Reedsburg

LOCATION: 1501 Viking Dr; Parcel #276-2046-00000 (Fieldhouse)

ZONING: Government

DESCRIPTION: Consider zoning variance per § 690-104 & 110 to exceed the maximum size for an electronic sign and overall ground sign.

General Findings

SURROUNDING LAND USES:

- North – Multi-family Residential
- West – Residential
- South – Park
- East – Commercial; Residential

ZONING:

- North – R-2 Residential; R-3 Residential
- West – R-2 Residential
- South – Government
- East – B-2 Business; R-3 Residential; R-2 Residential

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: Viking Dr (Cty H); 100' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Recreation & Conservation

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

Variance Findings – § 690-12(B)

- 1. The variance will not be contrary to the public interest.**
- 2. Substantial justice will be done by granting the variance.**
- 3. The variance is needed so that the spirit of the ordinance is observed.**
- 4. Due to special conditions, a literal enforcement of the provisions of the zoning ordinance will result in unnecessary hardship.**
 - a. The Board finds that the parcel is zoned Government.
 - b. The Board finds that the property is part of Nishan Park and contains the RACA and ice rink buildings.
 - c. The Board finds that a new fieldhouse is currently under construction onsite.
 - d. The Board finds that the request is to replace the current electronic sign with an overall sign of about 204 SF.
 - e. The Board finds that §690-104 permits electronic signs up to 35 SF and 35 SF overall per §690 Attachment 5.
 - f. The Board finds that the exiting electronic sign was approved for a variance in September 2014.
 - g. The Board finds that the property is on Viking Dr (County H).

STAFF COMMENTS:

This sign would replace the current sign that was approved in September 2014. The concept of the sign is similar to a multi-business property in that it would list all the different users of the site.

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. September 19, 2023, ZBA Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Notice of Public Meeting

177.77 in.

165 in.



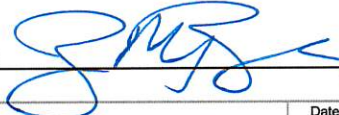
123 in

New Structure with router cut aluminum panels.
(Jaycees/RACA small type to be cut vinyl)
LED internal illumination
final panel artwork and custom paint colors TBD.
Estimated cost for new decorated sign structure:
\$47,850+EMC option below

EMC OPTIONS

5'x10' dual face 10mm full color Watchfire display
with cellular communication and web based training
\$ 61,116.75

4'x8' dual face 10mm full color Watchfire display
with cellular communication and web based training
\$ 42,126.00

Approval Signature: 

Date: 9-6-2023



Proposal by KO

941 E. Main St. Reedsburg, WI 53959
608 524-4012
608-524-0440 Fax
www.gawronskisigns.com

Date:	Sept. 5, 2023	Company:	City of Reedsburg - Fieldhouse/JAG	Contact:	Tim Becker
Job Number:		Address:			
Job Description:	Exterior Driveway Sign		Reedsburg, WI 53959		
Terms:	75% Dep. Balance Upon Completion	Phone:	608-524-6404		

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