



City of Reedsburg
134 South Locust Street, P.O. Box 490
Reedsburg, WI 53959
Ph. 608-524-6404 Fax. 608-524-8458
www.reedsburgwi.gov

Zoning Board of Appeals Agenda
March 16, 2021
Reedsburg City Hall, 134 S Locust Street
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 SEPTEMBER 15, 2020:

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 election of Chairperson.
- B. Consider election of Vice Chairperson.
- C. Consider zoning variance per 690-110 and 690-104 to alter an existing ground sign at Community First Bank that would be about 39 square feet (35 is maximum) and include an LED electronic display in a B-1 Business zone - 115 E Main St, Parcel #0894 - Gawronski Signs.

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.

City of Reedsburg
Zoning Board of Appeals Minutes
September 15, 2020

Present: Walter Luepke, Pat Andera, and Nathan Johnson
Absent: Richard Braun and Richie Strutz
Others: Brian Duvalle and Bernie Jernander

Chair Adam Kaney called the meeting to order at 12:00 PM.

Moved by Luepke, and seconded by Andera to approve the minutes from the August 18, 2020, meeting. Motion carried 3-0.

Consider Election of Chair – tabled until next meeting

Consider Election of Vice-Chair – tabled until next meeting

Consider zoning variance to build an accessory garage with a 5 foot lot line setback and a height of 18 feet, which would exceed the maximum height of 15 feet per section 690 Schedule, at 2130 Sunset Drive, Parcel #2377-11800 – Bernie and Lisa Jernander

Land owner, Bernie Jernander explained he wants to build another garage because his current garage is a 1-1/2 car garage. His new garage would be lower than the current garage. He would position the garage where the current driveway has access to. Because the existing driveway is longer than similar properties, it limits the amount of rear yard space for a garage. The garage would be 5' from the north lot line, approximately 12' from the east lot line and would be 18' in height. Duvalle mentioned that if Jernander would adhere to the current setbacks, he would be encroaching the existing house. Luepke commented that he saw no problem with the height at 18'.

Motion by Luepke, seconded by Andera to approve the variance as submitted based on extra driveway length and less amount of rear yard space. Motion carried 3-0.

Moved by Johnson, seconded by Luepke to adjourn the meeting at 12:47 PM. Motion carried 3-0.

Respectfully submitted,

Julie Strutz
Deputy Clerk-Treasurer

ZONING BOARD OF APPEALS
Staff Report

DATE: March 16, 2021

APPLICANT: Gawronski Signs

LOCATION: 115 E Main St, Parcel #0894

ZONING: B-1 Business

PROPOSED LAND USE REQUEST: Zoning Variance

DESCRIPTION: Consider zoning variance per § 690-110 and 690-104 to alter an existing ground sign at Community First Bank that would be about 39 square feet (35 is maximum) and include an LED electronic display in a B-1 Business zone.

General Findings

SURROUNDING LAND USES:

- North – Commercial
- West – Commercial
- South – Commercial
- East – Commercial

ZONING:

- North – B-1 Business
- West – B-1 Business
- South – B-1 Business
- East – B-1 Business

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: N Webb Ave/Second St; 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 property contains a commercial bank.
 - b. The Board finds that the current sign was installed in 2001.
 - c. The Board finds that the request is to add an LED display.
 - d. The Board finds that § 690-110 permits up to 35 square feet.
 - e. The Board finds that § 690-104 permits LED electronic signs in B-2 Zones. Otherwise Plan Commission review and neighbors must be contacted.
 - f. The Board finds that the parcel is zoned B-1 Business.
 - g. The Board finds that the lot is 27,000 SF in size.
 - h. The Board finds that the sign is located near the intersection of N Webb and Second St.

STAFF COMMENTS

The size of the sign requires a variance approval. However the LED display is normally reviewed by the Plan Commission. But since you're reviewing the size variance and the neighbors were notified per ordinance, I believe the ZBA can review that part too. It's the same procedure otherwise. Prior to the ordinance amendment, the ZBA did review some previous LED signs: Library, Viking Village, Airport.

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, March 16, 2021, ZBA Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Request for Review
- G. Notice of Public Meeting

Revised 7/19

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: Gawronski Signs

ADDRESS: 941 E Main St. **CITY:** Reedsburg **STATE:** WI

ZIP: 53959 **PHONE:** 608-524-4012 **FAX:** _____

E-MAIL: jennie@gawronskisigns.com

PROPERTY OWNER: (if different from Applicant) Community First Bank

LOCATION: 115 E Main St. Reedsburg, WI 53959 **PARCEL #:** 276-0894-00000

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" on back page.

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

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

☐ **Site Plan Review:** (See "B" on back page) _____

☐ **Zoning Appeal / Interpretation:** _____

☒ **Zoning Variance:** _____

For **VARIANCE** requests, also answer "C" 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.

 / 02/22/2021
Applicant Signature / Date

 , 2-22-21
Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

**The applicant or representative MUST
ATTEND the meeting.**

G:\wpnet\Zoning - Planning\Land Use Appl.doc

Cond Use; Site Plan	\$153	_____
Cond Use-Agriculture	\$400	_____
Variance	\$112	<u>112</u>
Rezoning	\$200	_____
C.S.M.	\$171	_____
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Flood Plain Zone	\$189	_____
Annexation	\$200	_____
Plan Amend	\$200	_____
Date Paid	3-1-2021	_____
Receipt #	1.037071	_____

CITY OF REEDSBURG BUILDING INSPECTION 134 S Locust Street PO Box 490 Reedsburg, WI 53959		Reedsburg Uniform Building Permit Application Permit Fees Are Unrefundable				Permit No. _____ Parcel No. _____	
PROJECT LOCATION Building Street Address: 115 E Main St.		Permit Request: ☒ Construction ☐ Electrical ☐ Plumbing ☐ HVAC ☐ Erosion ☐ Zoning ☐ Demolition					
		Setbacks: _____ ft.		Right: _____ ft.		Left: _____ ft.	
Zoning District: _____		Lot Area: _____ sq. ft.		SUBDIVISION: _____		Lot No.: _____	
Owner's Name: Community First Bank		Mailing Address: 115 E Main St. Reedsburg, WI 53959		Phone: 608-524-5395		Owner is ultimately responsible for all code compliance related to the work for which this permit is issued.	
Construction Contractor's Name: Gawronski Signs		Mailing Address: 941 E Main St. Reedsburg, WI 53959		Phone: 608-524-4012		Identification No. _____	
Electrical Contractor's Name: _____		Mailing Address: _____		Phone: _____		Identification No. _____	
Plumbing Contractor's Name: _____		Mailing Address: _____		Phone: _____		Identification No. _____	
HVAC Contractor's Name: _____		Mailing Address: _____		Phone: _____		Identification No. _____	
Excavation Contractor's Name: _____		Mailing Address: _____		Phone: _____		Identification No. _____	

BRIEFLY DESCRIBE PROJECT: Remove existing time/temp sign and PULSE sign from on premise sign - 10 sq ft Install new electronic message sign + 18 sq ft (sq ft totals are per side)				For New Construction: Use: ☐ Resid. (Permanent) ☐ Resid. (Seasonal) ☐ Non-Residential Construction Type: ☐ Site Built ☐ Manufactured			
				Area Involved: Unfin. Bsmt.: _____ sq.ft. Living Area: _____ sq.ft. Garage: _____ sq.ft. Total: _____ sq.ft.			

ESTIMATED PROJECT COST: \$ 15,000.00 I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the State of Wisconsin or the City of Reedsburg; and certify that all of the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read, and received a copy of, the cautionary statement regarding contractor financial responsibility on the reverse side of this application form.		HVAC Equipment: ☐ Forced Air Furnace ☐ Radiant Baseboard/Panel ☐ Heat Pump ☐ Boiler ☐ w/Central Air Conditioning		Electrical: Entrance Panel Size: _____ amp Service: ☐ Underground ☐ Overhead		Stories: ☐ 1-Story ☐ 2-Story ☐ Other (List) _____ ☐ w/Basement		Energy: Nat. Gas LP Gas Elec Space Htg: ☐ ☐ ☐ Water Htg: ☐ ☐ ☐ Heat Loss: Envelope: _____ BTU/HR Infiltration: _____ BTU/HR	
SIGNATURE OF APPLICANT:		DATE: 01/26/2021		Foundation: ☐ Concrete ☐ Masonry ☐ Treated Wood ☐ Other (List) _____		Plumbing and Water: Water: ☐ Municipal ☐ Private On-Site Well Sewer: ☐ Municipal ☐ Septic (List Permit # _____)			

FOR OFFICE USE
 CONDITIONS OF APPROVAL: This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty.

Pd 1-29-2021
 CLK

Fees (per Ch. 32 Municipal Code): Zoning: 40 Cert Occ: _____ HC Lift: _____ Plbg: _____ Const: _____ Elec: _____ HVAC: _____ State Seal: _____ Acc Str.: _____ Swr Tap: _____ Demoltn: _____ Park: _____		Pay Water Impact @ RUC Total: _____ ☐ Includes Penalty Zoning Approval ☐ Hist Preserv Rvw _____		Permit(s) Issued: ☐ Construction ☐ Electrical ☐ Plumbing ☐ HVAC ☐ Erosion ☐ Land Use ☐ Demolition		Wisconsin Uniform Permit Seal No. _____ Wisconsin State Approved Plan No. _____		Permit Issued By: Name: _____ Cert. No.: _____ Date Issued: _____	
---	--	---	--	--	--	--	--	---	--

Existing sign

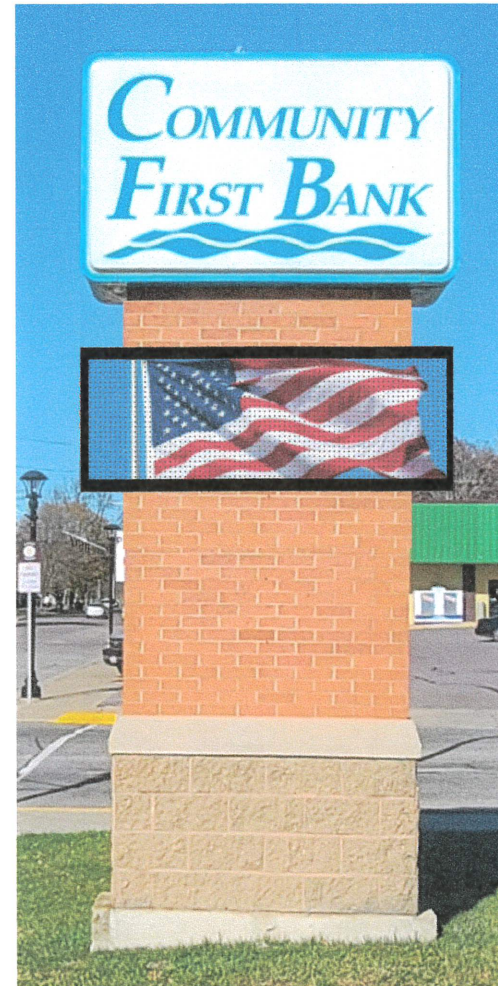


4' X 6'8" Internally lighted sign

1'3" X 4' Time/Temp sign

1'4" X 4' Internally lighted sign

Proposed sign



4' X 6'8" Internally lighted sign

2' X 6' Electronic Changeable
Copy Sign - Full color LED display

Approval Signature: _____ Date: _____



Proposal by JG

941 E. Main St. Reedsburg, WI 53959

608 524-4012

608-524-0440 Fax

www.gawronskisigns.com

Date:	February 22, 2021	Company:	Community First Bank	Contact:	Cathy
Job Number:		Address:	115 E Main St		
Job Description:	Exterior Sign		Reedsburg, WI 53959		
Terms:		Phone:	608-524-5395		

* This drawing is property of Diversified Creative Services. Any reproduction of this artwork or production of the item(s) outlined in this document is expressly forbidden. This design was created with the intent of procuring work for the creator. The right to produce any or all parts of this design must be released by DCS, in writing. **If this quote includes the removal of existing materials, upon removal, those materials become the property of Gawronski Signs and will be disposed of, and/or recycled (in accordance to local regulations) at our discretion unless agreed upon prior to acceptance of this quote. *** We have determined that it is necessary to charge finance charges on all amounts past due. The due date is determined by your terms on the invoice. Due upon receipt is 0 days and if not paid upon receipt a 1.5% charge will be added to your total. For all balances carried 30 days beyond their terms, the 1.5% is the monthly finance charge and an additional \$10 clerical fee will be added as well. Customer is responsible for these costs as well as any collection or legal fees accrued during the collection process. Customers signed approval of quote and/or acceptance of product acts as acknowledgement/acceptance of these terms and conditions.

February 8, 2021

GAWRONSKI SIGNS
941 E MAIN ST
REEDSBURG, WI 53959

RE: Community First Bank electronic sign application

This letter is sent regarding the zoning application for this electronic sign. Municipal code § 690-102 stipulates a maximum size of 35 square feet and 12' sign height. Based on the plans you submitted, the existing sign and alteration appears to exceed the square footage requirement. In addition, § 690-104 requires any electronic sign not in a B-2 zone to be approved by the Plan Commission.

Therefore an application is attached is you wish to apply for a zoning variance to exceed the size limit. The Zoning Board of Appeals could also review the electronic portion too as a variance request at the same time. If you wish to apply for a variance, the additional application fee is \$72. If you do not wish to apply, the \$40 sign fee will be refunded.

Please contact me at the above number or bduvalle@ci.reedsburg.wi.us with any questions.

Sincerely,



Brian Duvalle
Planner/Building Inspector