

VILLAGE BOARD / PLANNING COMMISSION

JOINT MEETING

TUESDAY, APRIL 9, 2024

6:30 P.M.

Pioneer Building

102 South Main Street

Woodville, WI

PRESENT: Rick Finn, Erika Jordahl, Dennis Lawson Jr., Roger Leque, Sue Lohmeier, Dennis Russett, Dave Larson, Allen Stene, Kellie Holm, Randy Gossel

ABSENT: Polly Carlson

VISITORS: Brent Knegendorf, Autumn Lindquist, Kevin Oium, Lynn McIntyre, Jeffrey Johnson

- President Lawson called the meetings to order at 6:30 p.m.
- Motion made by Trustee Leque, seconded by Dave Larson to approve the Planning Commission agenda as presented. Motion carried by voice vote.
- Motion made by Chair Lawson, seconded by Trustee Jordahl to approve the Village Board agenda as presented. Motion carried by voice vote.
- **PUBLIC HEARING-AMENDED CONDITIONAL USE PERMIT REQUEST:** to consider a request for a Conditional Use Permit for the purpose of operating a temporary embroidery-screen printing online business and a request for a non-illuminated sign on the front of the residence at the following described property:

SEC 35 T29N R16W PT SW SW LOT 72 SOUTHVIEW HEIGHTS 2ND ADD'N

PARCEL NO.: 192-1053-72-000

711 Lilac Drive

This parcel is currently zoned R-1 Residential.

President Lawson opened the public hearing. Lynn McIntyre from Cedar Corporation gave an overview of the conditional use permit application, staff recommendation and responded to questions from the floor. The Planning Commission and Village Board reviewed the staff memo and recommendations from Cedar Corporation on the conditional use permit application. President Lawson called for any public comments three times. President Lawson closed the public hearing.

- **PLANNING COMMISSION- CONSIDERATION OF CONDITIONAL USE PERMIT REQUEST FOR SEC 35 T29N R16W PT SW SW LOT 72 SOUTHVIEW HEIGHTS 2ND ADD'N- PARCEL NO.: 192-1053-72-000-711 LILAC DRIVE**

Jeffrey Johnson gave an overview of the activity, process, intent for the business out of his home and gave details on the sign to be placed at the address. Discussion was held on the use of ink or dye, retail or commercial space available in the village and the non-illuminated sign. Motion made by Trustee Leque, seconded by Kellie Holm to recommend that the Village Board approve the proposed conditional use permit with the recommended additional conditions as follows:

1. Direct sales are not allowed on-site.
2. Sales shall be limited to online and over the phone. No retail sales may be made to those that have not already agreed to purchase products.
3. Only family members are permitted to work out of the home for the proposed business.
4. One sign non-illuminated sign 18" x 36" (4.5 square feet) is permitted in front of the home. Applicant must remove sign when business is no longer in operation.
5. No toxic or harmful chemicals may be used or stored on the premises.
6. The home occupation shall adhere to all other provisions of Section 525-33 of the Village of Woodville Zoning Code.

Motion carried by voice vote.

- **VILLAGE BOARD- CONSIDERATION OF CONDITIONAL USE PERMIT REQUEST FOR SEC 35 T29N R16W PT SW SW LOT 72 SOUTHVIEW HEIGHTS 2ND ADD'N- PARCEL NO.: 192-1053-72-000-711 LILAC DRIVE**

Motion made by Trustee Lohmeier, seconded by Trustee Finn to recommend that the Village Board approve the proposed conditional use permit with the recommended additional conditions as follows:

1. Direct sales are not allowed on-site.
2. Sales shall be limited to online and over the phone. No retail sales may be made to those that have not already agreed to purchase products.
3. Only family members are permitted to work out of the home for the proposed business. One sign non-illuminated sign 18" x 36" (4.5 square feet) is permitted in front of the home. Applicant must remove sign when business is no longer in operation.
4. No toxic or harmful chemicals may be used or stored on the premises.
5. The home occupation shall adhere to all other provisions of Section 525-33 of the Village of Woodville Zoning Code.

Motion carried by voice vote.

- **PLANNING COMISSION: ADJOURNMENT** There being no further business, motion made by Kellie Holm, seconded by Roger Leque to adjourn. Motion carried by voice vote.
- **VILLAGE BOARD: ADJOURNMENT** There being no further business, motion made by Chair Lawson, seconded by Trustee Russett to adjourn. Motion carried by voice vote; meeting adjourned at 6:45 p.m.

Respectfully Submitted,
Julie A. Wathke
Village Clerk-Treasurer