



508 Second Street, P.O. Box 277, Pepin, WI, 54759, Phone 715-442-2461
Emails: clerk@pepinwisconsin.org and treasurer@pepinwisconsin.org

**Planning Commission Meeting Minutes
September 23, 2021, 6:00pm**

1st order - Call to order: Randy K called the meeting to order at 6:01 PM

2nd order - Roll Call: Randy K, Toni R, Mike M, Tom L, Roy F Absent – Mike S

- Guest – Aaron K, Jill Defoe, Denay Kelly, Daniel Grove

3rd order – Discussion/Action for Coffee Shop Sign at 3rd and Lake St

- Roy presented the signage request and recommends approval as submitted
 - Signage will be same size as previous signage
 - Signage letters are gold lettering and LED backlit
- Toni asked about the signage lumens (brightness)
 - Denay stated not very bright and will be off during non-business hours (hours of operation will be 5:30am – 2pm seven days a week)
- Mike M stated previous signage was approved and this request should follow and allow for the same variance previously granted for prior owner
- Randy K made the motion to approve the signage request as presented
 - Mike M 2nd the motion
 - None opposed – motion carried

4th order – Discussion/Action on Lumberyard Lofts Sign on 2nd St

- Roy presented the signage request and recommends approval as submitted (Four signs)
 - AirBnB apartment entrance on 2nd St
 - 35”w x 32.5”t = 7.9 sq ft “Sunrise”
 - Commercial sign of building front on 2nd St
 - 48”w x 33”t = 11 sq ft “Lumberyard Lofts”
 - AirBnB apartment entrance on alley side of building
 - 36”w x 29”t = 7.3 sq ft “Sunrise”
 - AirBnB apartment entrance on 2nd St
 - 45.5”w x 34”t = 10. sq ft “Breeze”
 - Mike M asked about the different sizes of each size – Jill responded the signs had already been made and were custom ordered
- Toni R made the motion to approve the signage request as submitted
 - Tom L 2nd the motion
 - None opposed – motion carried

5th order – Discussion/Action on Deck Plans for Property at 2nd and Main St

- Roy presented the request as submitted
- Daniel Grove presented the additional information relating to his request
 - Wants to put a concrete sidewalk from 2nd to the deck with a ramp for accessibility
 - Wants the larger size deck previously submitted
 - Wants to put up deck rails around the deck
 - Wants to add a fence directly under the deck (in line with the rails)
 - Requests the Village repair the sidewalk on 2nd St to be ADA compliant (will consider cost sharing – TBD later)
- Randy K asked how much larger the deck would be and fence location
 - Daniel stated 2ft wider (closer to Main St)
 - Fence will be inline under the deck rails
- Daniel requested the Village push less snow on the corner – stated salt is causing foundation issues
- Aaron K stated the salt to sand mix is 2% salt
- Aaron K also stated depending on snow fall amounts, snow may be pushed up against the deck/fence
 - Daniel responded will hold the Village harmless for damage due to snow removal
- Toni R made the motion to approve the larger deck, patio (concrete sidewalk and ramp) and fence with a legal “Hold Harmless Agreement” for damages as a result of snow removal/runoff contingent on the review and approval/advice by the Village attorney
 - Mike M 2nd the motion
 - None opposed – motion carried

6th order – Adjourn - no future date set

- **Randy K made a motion to adjourn**
 - **Toni R 2nd the motion**
 - **None opposed –motion carried**

Submitted by Toni Raethke