

**TOWN OF CEDARBURG
PLAN COMMISSION MEETING MINUTES
October 18, 2017**

Present: David Salvaggio, Ralph Luedtke, Wayne Pipkorn, Dan Wundrock, Edward Downey, Mark Wittenberg
Excused: Rick Goeckner
Also Present: Eric Ryer, Assistant Administrator/Clerk

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Salvaggio called the regular meeting to order at 7:00 pm. The meeting began with the Pledge of Allegiance.

2. MINUTES OF PREVIOUS MEETING:

a. Approval of September 20, 2017 Plan Commission Meeting Minutes*

Commissioner Wundrock moved and Commissioner Pipkorn seconded a motion to approve the minutes from September 20, 2017. The motion passed unanimously.

3. PUBLIC HEARING

a. Public hearing to take comment on a conditional use permit application by Kwik Trip, Inc. to operate a convenience store and gas station at 1299 Washington Avenue, including updated signage, site plan, and interior store remodel [1.175 acres, zoned B-1, NE ¼ Sec.21]

Kwik Trip Inc. has purchased the Cedarburg PDQ store. They have submitted a conditional use permit application that would allow them to update the signage, complete an interior remodel, and make certain items available for sale outdoors.

With no comment from the public, Commissioner Pipkorn moved to close the public hearing. Commissioner Luedtke seconded, and the motion passed unanimously.

4. OLD BUSINESS

a. None

5. NEW BUSINESS

a. Discussion and possible recommendation on a conditional use permit application by Kwik Trip, Inc. to operate a convenience store and gas station at 1299 Washington Avenue, including updated signage, site plan, and interior store remodel [1.175 acres, zoned B-1, NE ¼ Sec.21]*

This item continues from item #3a. Kwik Trip representatives Troy Mleziva and Chris Nutini summarized the proposed updates to the convenience store/gas station that would commence in November and conclude at the end of December. They noted their stores do not sell water or windshield washer fluid so they would recommend removing those items from the draft permit, and would request two exterior ice merchandisers instead of one as currently listed. It was also noted their signage complies with Town requirements aside from their request for two canopy signs instead of the one canopy sign allowed by Town Code (a second canopy sign can be allowed by the Board with a sign variance). Staff confirmed no public comment had been received on this application.

Following discussion, Commissioner Wundrock made a motion to recommend the Town Board approve the proposed conditional use permit application by Kwik Trip, Inc. to operate a convenience store and gas station at 1299 Washington Avenue, including updated signage, site plan,

and interior store remodel including the proposed amendments noted above. Commissioner Pipkorn seconded, and the motion passed unanimously.

6. ADJOURNMENT

Commissioner Downey moved to adjourn the meeting. Commissioner Pipkorn seconded, the motion carried unanimously and the meeting was adjourned at 7:10 p.m.

Respectfully Submitted,

Eric Ryer
Assistant Administrator/Clerk