

PLAN COMMISSION REGULAR MEETING MINUTES FROM WEDNESDAY MAY 3, 2023

1. Chairperson, Mayor Genisot, called the [regular](#) meeting of the City of Marinette Plan Commission to order at 03:30 PM in the Common Council Chambers at Marinette City Hall, 1905 Hall Ave.
2. **Upon a call of the role** it was determined a quorum of commission membership was present and the following attendance was recorded:
COMMISSIONERS PRESENT: Mayor Genisot, Alderperson Skorik, John Marx, Jon Heraly, Mike Minzloff, & Public Works Director/City Engineer Miller.
COMMISSIONER'S ABSENT: Steve Lang.
OTHERS PRESENT: [City Building Inspector Demlow](#); [Mayor's Administrative Assistant Jan Kust](#), [Alderperson Polzin](#), [Virginia McFarland](#) & [Carrie Gabriel](#).
3. **Approval of prior Plan Commission meeting minutes.**
[Commissioner Heraly](#) moved/ [Alderperson Skorik](#) seconded and all concurred, to approve, as presented, the City of Marinette Plan Commission regular meeting minutes from [04/06/2023](#).
4. **Discussion and possible action regarding a site plan submitted by Elevate97, Green Bay, WI for the sign package for the Kwik Trip #574 Carwash at 2103 Hall Avenue, Marinette, WI**
A sign site plan adding additional signage to current plan by Elevate97 at Kwik Trip #574 Carwash at 2103 Hall Avenue was submitted on April 4, 2023. Public Works Director/City Engineer Miller and Building Inspector Demlow indicated their review and approval of the plan by signing off on the form prior to today's meeting. Alderperson Skorik moved/ Commissioner Marx seconded and all concurred to approve, as presented, the aforementioned business sign site plan submitted by Elevate97, Green Bay, WI (contingent upon a Sign Erector License is granted) for the sign package for the Kwik Trip #574 Carwash at 2103 Hall Avenue, Marinette, WI, and authorize Building Inspector Demlow to issue a sign permit to that firm authorizing the aforementioned sign package for Kwik Trip #574 Carwash, at 2103 Hall Ave which is located within a "B-3" Community Business District.
5. **Discussion and possible action regarding a site plan submitted by Tim's Lighting Co dba: TLC Sign, Inc., Neenah, WI for the sign package at Linde Welding & Gas Equipment Center, 2516 Biehl Avenue, Marinette, WI**
A sign site plan for a non-illuminated wall sign at Linde Welding & Gas Equipment Center, 2516 Biehl Avenue was submitted on April 10, 2023. Public Works Director & City Engineer Miller and Building Inspector Demlow indicated their review and approval of the plan by signing off on the form prior to today's meeting. Commissioner Heraly moved/ Minzloff seconded and all concurred to approve, as presented, the aforementioned business sign site plan submitted by Tim's Lighting Co dba: TLC Sign, Inc., Neenah, WI and authorize Building Inspector Demlow to issue a sign permit to that firm authorizing the aforementioned non-illuminated wall sign, which is located within a "B-4" Highway Business District.
6. **Discussion and possible action regarding a site plan submitted by Apollo Imaging, Oxford, WI for the sign package at Mobile Gas Station, 1011 Marinette Avenue, Marinette, WI**
[Virginia McFarland](#), Apollo Imaging representative, appeared to respond to any Commissioner questions regarding a site plan submitted on April 20, 2023. Public Works Director & City Engineer Miller & Building Inspector Curt Demlow, indicated their review and approval of the plan, by signing off on it prior to today's meeting. Alderperson Skorik moved/ Commissioner [Minzloff](#) seconded and all concurred, to approve, as presented, the aforementioned sign site plan submitted by Apollo Imaging, Oxford, WI for the sign package at Mobile Gas Station, 1011 Marinette Avenue, Marinette, WI and authorize Building Inspector Curt Demlow to issue a sign permit to that firm authorizing canopy lightning at Mobile Gas Station, 1011 Marinette Ave, which is located within a "B-1" Local Shopping Zoned District.
7. **Discussion and possible action regarding a site plan submitted by G&G Inc., Pound, WI for a fence installation at Goodwill Industries of Northern Wisconsin & Upper Michigan, 1805 Pierce Avenue, Marinette, WI**
[Carrie Gabriel](#) representing Good Will Industries, was present to respond to Commissioner questions regarding the facility fence site plan her firm submitted on April 18, 2023. Public Works Director & City Engineer Miller and City Building Inspector Demlow, Fire Chief Heckel and Water/Wastewater Operations Manager Warren Howard indicated their review and approval of the site plan, by signing off on it prior to today's meeting. Commissioners [Heraly](#) moved/[Marx](#) seconded and all concurred, to approve, as presented, the fence site plan and authorize City Building Inspector Curt Demlow to issue a building permit to Goodwill Industries of Northern Wisconsin & Upper Michigan for facility located at 1805 Pierce Ave. which is located within an "B-1" Zoned District.
8. **Discussion and possible recommendation to the Common Council to amend Marinette Municipal Code Chapter 13 regarding compliance on incomplete Plan Commission approved parking lots.**
Included in today's packet is a red-lined version to show amendments to MMC. Chapters 13.03807 & 13.03939. Commissioners [Minzloff](#) moved/[Alderperson Marx](#) seconded and all concurred, to recommend the Common Council approve, as presented, the amendments to Marinette Municipal Code Chapter 13 regarding compliance on incomplete Plan Commission approved parking lots.

9. **Discussion and possible action regarding current list of incomplete Plan Commission-approved parking lots**
Building Inspector Demlow distributed a list of parking lots that have come before Planning Commission and have yet to be completed. No action was taken on this agenda item
10. **Future agenda items.**
None requested
11. **Adjourn.**
The meeting adjourned at 03:44 PM on motion by Commissioners [Heraly](#) moved/ Alderperson Skorik seconded and all concurred.

Lana Bero, City of Marinette Clerk

(The next regular Plan Commission meeting is [Wednesday 05/17/23 at 03:30 PM](#) in City of Marinette Common Council Chambers located at 1905 Hall Ave., Marinette WI.)