

**PLAN COMMISSION MEETING
TUESDAY, MARCH 18, 2025
4:30 P.M., DENMARK VILLAGE HALL
100 N WALL STREET**

Call to order

Chairperson Selner called the meeting to order at 4:40 p.m., called to order later than 4:30 due to having two Public Hearings prior to the Plan Commission meeting

Roll Call

Present: Tim Schroeder, Mary Jo Bielinski, Joan Roberts, Robert Sekora, Susan Selner

Excused: Dale Schlies

Other staff present: Clerk Treasurer Sherri Konkol, Deputy Clerk Treasurer Charlie Wanish, Zoning Administrator Jeffrey Sanders

Approval of Minutes from January 21, 2025

Bielinski/Sekora moved to approve the minutes from January 21, 2025 as presented. Motion carried.

Discussion/action on an Application for Conditional Use Permit for Tax Parcel Number VD-735 located at 712 Green Bay Road in the Village of Denmark proposing to add two additional Principal Structures to a self-service storage facility. Although an existing use, the Village has no record of a Conditional Use Permit being issued to VD-735

Sanders stated a Public Hearing was never scheduled for the Conditional Use Permit and went over his report and recommends approval of the Conditional Use Permit with the following conditions:

- A. No uses other than the Conditional Uses covered under this Conditional Use permit are permissible under the terms of this Conditional Use Permit, other than those uses ancillary and customarily incidental to said use
- B. The Conditional Use Permit shall be valid so long as the use in question is maintained compliant with the terms contained herein
- C. Any substantive change in the use of VD-735 shall require an amendment to the authorized Conditional Use Permit
- D. Non-substantive changes to VD-735 shall be reviewed by the Zoning Administrator
- E. The addition of a new structure or structures, or the substantive addition to an existing structure, shall require an amendment to the Conditional Use Permit
- F. The Conditional Use Permit shall be valid so long as the use(s) covered under the terms of said permit are maintained compliant with the zoning ordinance

Roberts/Sekora moved to recommend to the village Board approval of the application for Conditional Use Permit for Tax Parcel Number VD-735 located at 712 Green Bay Road in the Village of Denmark proposing to add two additional Principal Structures to a self-service storage facility. Motion carried.

Discussion/action on an Application for Conditional Use Permit for Tax Parcel Number VD-97-45-1 located at 619 DePere Road in the Village of Denmark proposing to host a mobile food establishment (food truck)

Sanders went over his report and recommends approval of the Conditional Use Permit with the following conditions:

- A. No uses other than the Conditional Uses covered under the Conditional Use Permit are permissible under the terms of the Conditional Use Permit other than those uses ancillary and customarily incidental to said use
- B. A copy of the Los Tejados Mexican Restaurant Service Base License and Mobile Food Establishment License shall be provided to the Village Clerk
- C. Name and contract information of Certified Food Protection Manager shall be provided to the Village Clerk
- D. The Conditional Use shall comply fully with the following:
 1. All Wisconsin Department of Safety and Professional Services laws, rules, and regulations pertaining to Mobile Food establishments
 2. Hours of operation shall be 11:00 a.m. to 8:00 p.m. Sunday through Saturday; the Mobile Food may not be parked on the site overnight
 3. The mobile Food Establishment shall:
 - a. Operate from the location designated by red rectangle on Exhibit 1 of the Zoning Administrator's report; parking spaces adjoining said area shall be marked with temporary barriers, traffic cones, rope, or similar such means to prevent use during operation of the Mobile Food Establishment (blue rectangle on Exhibit 1)
 - b. Be parked on a paved surface
 - c. Not impede traffic flow to, from, and within VD-97-45-1
 - d. Shall be oriented in a manner to ensure the safety of patrons and shall include temporary barriers, traffic cones, ropes, or similar such means indicating where customers shall queue
 4. A hand wash station shall be provided and shall be a stand-alone, hands-free operation, with hot water, soap, and single-use toweling
 5. Toilet facilities shall be available during all hours of operation
- E. Any substantive change in the use of VD-97-45-1 shall require an amendment to the Conditional Use Permit. Non-substantive changes to VD-97-45-1 shall be reviewed by the Zoning Administrator
- F. If the principal Use of VD-97-45-1 is discontinued for a period exceeding 365 days, the Zoning Administrator shall initiate the process of terminating the Conditional Use Permit
- G. The Conditional Use covered under the terms of the Conditional Use Permit may be maintained so long as such use adheres to the conditions above and remains in compliance with all applicable sections of the zoning ordinance; said permit shall have no expiration
- H. The Conditional Use Permit shall be renewed annually within 12 months of the date of issuance by Zoning Administrator

Discussion

- Will there be enough parking for Family Dollar and the Food Truck
- Will there be picnic tables there for people to sit and eat at
- What about taxes – all the other businesses pay taxes
- Will the hours be consistent

Schroeder/Bielinski moved to recommend approval of the application for Conditional Use Permit for Tax Parcel Number VD-97-45-1 located at 619 DePere Road in the Village of Denmark proposing to host a mobile food establishment (food truck). Motion carried.

Discussion/action on an Application for Zoning Change for Tax Parcel Number VD-138 located on Hager Road in the Village of Denmark. The requested zoning change is required to accommodate a proposed "Trucking Terminal/Storage Warehouse"

Don Wood representing C&J Holdings LLC shared if everything goes as planned with the Zoning Change and Comprehensive Plan Amendment, they will be moving their current business (DSD Trucking) from its current location on Kvitek Road to the Parcel requested for rezoning. Wood stated they have outgrown the current location and need a bigger facility and have room for expansion if needed. The current use of the land is agricultural.

Selner/Roberts moved to suspend the rules of the regular meeting for the public to speak. Motion carried.

A citizen that lives on Rosecrans Road asked if the trucks would be using Rosecrans Road because she doesn't want big trucks going past her house. *Wood replied, no, truck traffic from his business will not be using Rosecrans Road. They will take Hager Road to the roundabout on KB or go straight to highway 96.*

Selner/Bielinski moved to return to the regular rules of the meeting. Motion carried.

Sanders went over his report and recommends approval contingent upon the following:

1. Confirmation of sale of VD-138 from the current owner to the pending owner
2. Village Board approval of the required amendment to the comprehensive plan
3. Village Board approval of the required Conditional Use Permit
4. Plan Commission approval of the required Site Plan within 365 days of approval of the zoning change.

Roberts/Bielinski moved to recommend approval of the application for zoning change for Tax Parcel Number VD-138 located on Hager Road in the Village of Denmark

Roberts/Sekora moved to make an amendment to the previous motion to include the contingencies in the Zoning Administrator's staff report. Motion carried.

Adjourn

Bielinski/Roberts moved to adjourn at 5:19 p.m. Motion carried.

Minutes submitted by Sherri Konkol, Village Clerk-Treasurer