A regular meeting for the Pleasant Prairie Plan Commission convened at 6:00 p.m. on December 10, 2012. Those in attendance were Donald Hackbarth; Wayne Koessl; Jim Bandura; John Braig; and Larry Zarletti. Thomas Terwall, Michael Serpe, Andrea Rode (Alternate #2) and Judy Juliana (Alternate #1) were excused. Also in attendance were Mike Pollocoff, Village Administrator; Tom Shircel, Assistant Village Administrator; Jean Werbie-Harris, Community Development Director; and Peggy Herrick, Assistant Zoning Administrator.

1. **CALL TO ORDER.**

2. **ROLL CALL.**

3. **CONSIDER THE MINUTES OF THE NOVEMBER 12 AND NOVEMBER 19, 2012 PLAN COMMISSION MEETINGS.**

   Larry Zarletti:
   
   Mr. Chairman, I’d move approval.

   John Braig:
   
   Second.

   Don Hackbarth:
   
   **MOVED BY LARRY ZARLETTI AND A SECOND BY JOHN BRAIG. APPROVAL. ALL IN FAVOR SAY AYE.**

   Voices:
   
   Aye.

   Don Hackbarth:
   
   All opposed?

4. **CORRESPONDENCE.**

   Jean Werbie-Harris:
   
   I have none this evening.

5. **CITIZEN COMMENTS.**
Don Hackbarth:

This is the time where citizens can come up and make a comment. Anything that’s on the agenda just wait and hold off until that agenda item comes on. But if there’s something that you want to address that’s not on the agenda now is your time to speak. So citizens’ comments? Citizens’ comments? No comments, we’ll close the citizens’ comment portion.

6. NEW BUSINESS.

A. PUBLIC HEARING AND CONSIDERATION OF A CONDITIONAL USE PERMIT INCLUDING SITE AND OPERATIONAL PLANS for the request of Pastor Patricia Woods-Clark of Strait Way Ministries, Inc. to use the building located at 9220 26th Avenue (f/k/a Unity Church) for church service and related activities.

Jean Werbie-Harris:

Members of the Plan Commission and the audience, this is a public hearing, and as part of the public hearing comments and as part of the public record tonight the staff has compiled a listing of findings, exhibits and conclusions regarding the petitioner’s request as presented and described in the information presented to you.

Findings of Fact

1. The petitioner is requesting to use the building located at 9220 26th Avenue, formerly known as Unity Church, for church services and related activities. Exhibit 1 contains a copy of the application and the related materials. The property is known as Lot 86 of the Brookside Gardens Subdivision located in a part of U.S. Public Land Survey Section 13, Township 1 North, Range 22 East in the Village of Pleasant Prairie and further identified as Tax Parcel Number 91-4-122-134-0670.

2. Unity of Kenosha Inc. is the current owner of a property. Strait Way Ministries, Inc. intends to purchase the property upon approval of the Conditional Use Permit.

3. The property is zoned I-1, Institutional District, and a church and related activities is allowed with the approval of a Conditional Use Permit in the I-1 District.

4. Conditional Use Permit #99-02 recorded as Conditional Use Permit 00-02 approved by the Village on November 8, 1999 had allowed for Unity Church to use the existing building as a church. And that’s Exhibit 2.

5. Pursuant to the application, Strait Way Ministries, Inc. proposes to use the facility as a church to promote religious, charitable and educational purposes. Worship Services will be conducted on Sundays with other church related activities during the week. The current schedule includes:

   10:00 a.m. Adult Believers Education Class on Sundays
10:00 a.m. Kids Sunday Camp/Nursery

12:00 noon Sunday Worship Service

7:30 p.m. Tuesday Night Bible Class

7:30 p.m. Thursday Night Intercessory Prayer

7:30 p.m. Friday Night Live Youth Service, and that’s every 3rd Friday of the month

Saturdays will only be used for special services or events throughout the year as may be needed.

The vision of Strait Way Ministries, Inc. includes other outreach ministries and not limited to the following such as: Early Childhood Educational Christian Development Center, Food Pantry, Adult Enrichment Program, School-Aged After-School Programs, etc. These programs are under the guidelines of the ministry and compliance to State licensure and regulations. These outreach programs shall be implemented into the program as the church development and grows.

The existing floor plan of the facility will remain unchanged at this time. There are over 30 parking spaces on the site and one handicapped accessible parking space. As you can see on the slide, it’s somewhat located in the middle of that residential area, but it’s been an ongoing church, and prior to that it was a Salvation Army location.

Currently there are no employees hired by the ministry. The Pastors are voluntarily placed and operate as the sole agents for the ministry and rely on the volunteering of its members and a board to assist in the function of the church.

6. Garbage and recycling is currently picked up by the Village, and it would continue to do so.

7. Since the facility has a kitchen, the Village requires that the building be brought up to code. There was some discussion with the petitioner with respect to the sanitary sewer sampling manhole and if it would be needed for this particular facility. And maybe they can address this, but it sounds like they are not going to be cooking any meals there or providing any food services through like an overnight INNS program or some type of food program. So because of that, as long as they’re not doing any of those types of services and it’s just a kitchen which they would have an use for potluck opportunities for their members or others that come to their church, the sanitary sewer sampling manhole may not be needed. But what we will require is that they complete the industrial waste survey and respond to all the questions in that particular document to see what type of sanitary sewer discharge is going to be coming from the facility. And then that decision will be made by the Village Administrator.

8. Notices were sent to adjacent property owners via regular mail on November 15, 2012 and notices were published in the *Kenosha News* on November 26 and December 3, 2012 related to this Plan Commission public hearing.
9. The petitioner was emailed a copy of this memorandum on December 7, 2012.

10. According to the Village Zoning Ordinance, the Plan Commission shall not approve a Conditional Use Permit unless they find after viewing the findings of fact, the application and related materials and the information presented this evening that the project as planned will not violate the intent and purpose of the Village ordinance, and it meets all the minimum standards for the granting of a Conditional Use Permit. Furthermore, the Plan Commission shall not approve the site and operational plan application without finding in the decision that the application, coupled with satisfaction of any conditions for approval, will comply with all applicable Village ordinance requirements and all other federal, State or local requirements related to this site and this facility.

With that I’d like to continue the public hearing.

Don Hackbarth:

This is a public hearing if anybody would like to get up and speak to the issue. Anybody?

Jean Werbie-Harris:

We’d like to hear from the petitioner.

Don Hackbarth:

A representative from the church? And please give us your name and address, too.

Patricia Woods-Clark:

Good evening to everyone. My name is Patricia Woods-Clark, and I’m one of the Pastors of Strait Way Ministries along with my husband. And we have been in the State of Wisconsin now 15 years. I’m sorry, my address, I apologize, 7417 22nd Avenue, that’s Kenosha, Wisconsin 53143. Our previous location was 1100 55th Street, and we had been there for several years. But we were looking for a home, a place that we can actually call our home. And what we did was, the first thing we did we prayed about it which is what we do as Pastors, we definitely pray. Yes, we prayed about it, and we just asked God to open the door for us.

Like I said we are a small congregation, but we are 501(3)(c) status here in the State of Wisconsin. And we just needed a facility where we could actually grow and be a strength to the community and continue to serve like we have been doing in the Kenosha area. So we were asking for this place as our home to call our home that we can grow.

My secular job is also working as an early childhood educator. I work for Kenosha County Job Center, and I’ve been also there 10 years since I’ve been here. So I work with families of the community as well as in Pleasant Prairie area as well as Kenosha. Families that are definitely coming into the area from different even locations. And being able to work with the families this is something that I’ve always wanted to do. This is my dream. This is my dream here, and my vision is to pour back into the community everything that we have. I really believe that children are the seeds, and we are here to fertilize those seeds and to be a strength to them. And not only
strength to the children but also strength to their parents. And this is something that we wanted to bring into this facility.

As you can see we begin to list some of the activities that would take place in our facility which is the different classes. I am a mandated reporter at [inaudible] child abuse and neglect. I’ve had several training in that. As well as I operate and sit on the Board for Supporting Families Together Association out of Madison, Wisconsin. So I’m here to pour back into the community and to mainly show the love of Christ, give everybody a hope. That’s what I want. It’s to let people know, hey, you can make it, you can make it. I don’t care what kind of obstacles that you hit or you reach in life, you reach down with everything you’ve got and you push forward. So that’s why we’re here and we’re requesting for the Board for this facility and this permit that we may operate and that we may teach, have vacation Bible school and just pour back into the community as God gives us strength.

Don Hackbarth:

Pastor, what’s the size of your congregation?

Patricia Woods-Clark:

Right now we have what you call active members and non-active members. When we say active members we’re right at about 25 children and about 22 adults right now. So we’re looking to just grow. That’s what we want to do.

Don Hackbarth:

Okay. Anybody else? You want to stick around? We might have questions for you as well. Anybody have further questions?

Wayne Koessl:

Are you aware of the 24 conditions placed on this by the staff?

Patricia Woods-Clark:

Yes, sir. We’re looking over it and looking through the different things that was required or recommended by the staff. But we also notice that these were also some of the same conditions that were required at the Unity Church since 1999 that was required for them to have in place. So we’re actually coming into these conditions that we’re taking over. And we are aware of it. But the only thing we ask is for more time being a small congregation.

Don Hackbarth:

If there are no further questions from the community we’ll open it up to Commissioners. Please give us your name and address.
Bert Habel:

I’m Bert Habel. First of all, is this speaker on? I couldn’t hear what the lady said. But I live right there, the border from the church is my backyard, okay? So I’m interested, and I want to say first of all I really appreciate when they’ve come in there they’ve cleaned up the place very much. I do appreciate it. And so I don’t have any objections at all. The only question I got is there going to be a permit thing to have a truck and a bus parked there? I don’t object to it, but it’s just kind of my wife thinks it’s a little, you know. But it’s not a major thing. But I do want to mention that I appreciate that they’ve cleaned up and so far did a very nice job.

Don Hackbarth:

Any other comments?

Wayne Koessl:

You want her to address the bus thing?

Don Hackbarth:

Yes, maybe she should. Is the bus for your outreach ministry or you picking people up?

Patricia Woods-Clark:

Yes, sir. We use the bus to pick up people that are coming to our services. That’s what we do.

Don Hackbarth:

Okay, any further comments? Please come to the speaker. Give us your name and address.

Alexander Clark:

The bus is not used on a weekly basis. I’m Pastor Clark. I’m her husband, Pastor Alexander Clark. I just want to clarify that the bus is not used on an every day or weekly basis. So it sits there a lot because we use it for travel. We go to other churches and things of that nature where we take the children or our staff, because do from time to time go to other churches maybe like in Chicago and St. Louis. So it sits there a lot. And the truck we use for like moving stuff, so we need the truck to move all of our facilities and stuff around. So the truck and the bus is basically stationary most of the time. So I just wanted to clarify. And we do have a couple of vans that are not in the parking lot, but we keep it at our house, and a couple of our Board members it stays at their house. But there may be time to time when those vans might in the parking lot as well. I just wanted to clarify that.

Jean Werbie-Harris:

Can I ask where they’re being parked? Are they in the back part of the parking lot or up by the house?

Patricia Woods-Clark:
The back part.

Jean Werbie-Harris:

Okay, so you agree to park them in the back. I’m not sure if that’s a shed or whatever that is, but maybe in that back corner as opposed to up adjacent to the home.

Alexander Clark:

Well, it is in the back part as far as we can get it.

Don Hackbarth:

Can you point it out on the picture? Can you go up there and just point where you park them.

Alexander Clark:

[Inaudible].

Patricia Woods-Clark:

It’s in the back area.

[Inaudible]

Don Hackbarth:

Okay, as long as he’s satisfied.

Alexander Clark:

[Inaudible] in the back here [inaudible], and our truck is parked right next to it.

Jean Werbie-Harris:

And what type of truck is it?

Patricia Woods-Clark:

It’s like a moving truck, like a U-Haul truck, like a moving truck you move furniture and things in.

Don Hackbarth:

A box van?

Patricia Woods-Clark:
It’s a box, yes, sir.

Jean Werbie-Harris:

Is there advertising on the truck or not?

Patricia Woods-Clark:

No.

Alexander Clark:

There is advertising because we purchased it as a used, and we’re going to change the --

Don Hackbarth:

Please speak to the microphone.

Alexander Clark:

There is advertising from where we purchased the vehicle from. I think it’s Holiday Rental which is not even in Wisconsin. So our plan is to put Strait Way Ministries on the vehicle. We haven’t done it as of yet.

Patricia Woods-Clark:

I just have a statement I want to say now. I know one of the stipulations that we recommended by the Board was the grass that was in the cracks on the parking lot. There was some grass that was in the cracks which was one of the recommendation that that be taken up and the cracks be filled in and then be resurfaced. We ask for more time to do that at least when the weather was a little more fair since we’re getting ready to go into the winter months.

Don Hackbarth:

I think that’s acceptable.

Patricia Woods-Clark:

Some more time for that. Also, it was another recommendation from the fire department which asked for CPR, infant, toddler and adult and first aid, all that makes sure [inaudible]. Well, I am certified in that. But it also asks for a defibrillator. Is that really required we being so close to the fire department in the area. I do know CPR. Is that recommended? Is that a code here? I’m not sure.

Jean Werbie-Harris:

It’s typically required for any type of facility like this.

Don Hackbarth:
I’m a Pastor as well. I’ve been here for 35 years, okay, and we have one in our building as well.

Patricia Woods-Clark:

You do, okay. I just wanted to make sure that was required. Okay, thank you.

Don Hackbarth:

Any further comments from citizens? Any further comments? Did you want to speak? Okay.

Leo Schuch:

Leo Schuch, 1328 30th Court in Kenosha here. I just want to thank you for working with us on the sewer application as far as the industrial part of it so that we can hopefully not have to install that. We really appreciate you working with us on that. Thank you.

Don Hackbarth:

Thank you. any further comments? Anything else? If not, I’ll close it to the public and we’ll open it up to the Commissioners.

Wayne Koessl:

Mr. Chairman, if the Commissioners don’t have any questions I’d move that we approve the consideration of a conditions use permit including site and operational plan subject to the conditions outlined by staff.

Larry Zarletti:

Staff.

Don Hackbarth:

IT’S BEEN MOVED BY WAYNE KOESSL AND SECONDED BY LARRY ZARLETTI TO APPROVE THE CONDITIONAL USE PERMIT.

Jean Werbie-Harris:

Pastor Hackbarth, I have just a quick question. This is on 26th Avenue, it’s a pretty narrow rural Village road. One of the conditions I think really needs to also be is that all of their parishioners or those that come to their ministry or their congregation they need to be parked in their parking lot as opposed to parked up and down 26th Avenue. Is the parking lot going to be able to accommodate everyone?

Patricia Woods-Clark:
Yes.

Jean Werbie-Harris:

I don’t think it’s noted as no parking, but it could create a problem if there starts to be parking on both sides of the street, especially in the residential neighborhood.

Don Hackbarth:

Especially emergency vehicles have to get through there.

Jean Werbie-Harris:

So if the parking lot is not striped, one of the things they’ll need to do also then is stripe it to make sure that they can get all their people into the parking lot as opposed to on the street. I mean I understand large activities at the holidays and things like that where you might have a lot more people, but on a regular basis I think we need to make sure everyone’s parked in the parking lot.

Don Hackbarth:

We’ve got a motion on the table. All in favor say aye.

Voices:

Aye.

Don Hackbarth:

Opposed? So moved.

B. Consider Plan Commission Resolution #12-15 to initiate a zoning text amendment related to wall signs.

Jean Werbie-Harris:

Members of the Plan Commission, this is Resolution 12-15 to initiate a zoning text amendment. The Plan Commission may initiate a petition for an amendment to the zoning ordinance which may include rezoning of property, change in zoning district boundaries or changes in the text of the ordinance. The Village staff is proposed to re-evaluate and to amend some of the requirements as it pertains to wall signage requirements in the Village zoning ordinance.

The Plan Commission by the adoption of this resolution would only be initiating and petitioning for the re-evaluation of the amendment of the wall signage provisions. The proposed changes in the zoning text are through this resolution being referred to the Village staff for further study and recommendation. The Plan Commission is not by this resolution making any determination regarding the merits of any proposed changes at this time. But rather is only initiating the process
by which the proposed changes would be brought back before the Plan Commission for public hearing. The staff recommends approval of Resolution 12-15.

Don Hackbarth:

This is not a public hearing so I’ll open it to Plan Commission members.

Larry Zarletti:

Mr. Chairman, if there are no questions on that I would move Resolution 12-15 to initiate a zoning text amendment.

Don Hackbarth:

Do I have a second?

John Braig:

Second.

Don Hackbarth:

MOVED BY LARRY ZARLETTI AND A SECOND BY JOHN BRAIG. ALL IN FAVOR SAY AYE.

Voices:

Aye.

Don Hackbarth:

Opposed? So moved.

7. ADJOURN.

John Braig:

So moved.

Wayne Koessl:

Second.

Don Hackbarth:

All in favor?

Voices:
Aye.

Don Hackbarth:

So moved.

Meeting Adjourned: 6:22 p.m.