

City of Winsted  
Planning Commission  
City Council Chambers  
December 10, 2012  
6:00 p.m.

Present: JoLynn Cafferty  
Dan Dickhausen  
Marvin Ebensperger  
Max Fasching  
Mike Guggemos  
Council Member George Schulenberg

Staff Present: Brad Martens, City Administrator  
Raquel Kirchoff, Administrative Assistant

1) Call the Meeting to Order

Mr. Ebensperger called the meeting to order at 6:00 p.m.

2) Approval of Minutes

**Ms Cafferty motioned to approve the minutes from the Planning Commission Meeting on November 14, 2012. Mr. Dickhausen seconded the motion. Motion carried 5-0.**

3) No Public Hearings

4) Old Business

**a) Sign Ordinance**

Mr. Martens displayed pictures of current signs that are within the City of Winsted and the Planning Commission members discussed how they would apply to the updated Sign Ordinance language that has been provided by Mr. John Anderson of Municipal Development Group. They discussed signs that would violate the new Sign Ordinance language and if the language should be further edited to allow for these signs.

Mr. Martens stated that he attended a Chamber of Commerce meeting and generally addressed the proposed Sign Ordinance at this meeting. Those in attendance at the meeting requested summarized changes to the ordinance and also to see the Ordinance language. Martens stated that he will send this information to those requesting it when the Planning Commission has further agreement with the proposed language.

Mr. Ebensperger stated that each Commission member needs to go through the proposed language thoroughly on their own and be ready to express what they are in favor or not in favor of regarding signs and state how they feel temporary signs should be handled. At that point, language can be amended again and then the proposed Sign Ordinance can be made available to the Chamber of Commerce.

Mr. Ebensperger stated that after looking at the pictures of current signs at this meeting and applying them to the proposed language, it appears that the language is not the meeting the intentions of the City for signs and needs further amendments. Mr. Ebensperger recommended that the Planning Commission members table the Sign Ordinance language discussion until the next scheduled Planning Commission meeting so that the Planning Commission members have time to review the proposed language again in detail before that meeting.

**Mr. Guggemos motioned to table the discussion on the Sign Ordinance. Ms. Cafferty seconded the motion. Motion carried 5-0.**

5) New Business

a) **Winsted Pride Awards**

Mr. Ebensperger stated that he has the suggestions for changes to the judging of the Winsted Pride Awards and will bring them to a future meeting for discussion.

b) **Chairperson and Vice-chairperson Recommendation**

**Mr. Guggemos motioned to recommend to the City Council to appoint Mr. Ebensperger as Chairperson of the Planning Commission. Ms. Cafferty seconded the motion. Motion carried 5-0.**

**Mr. Fasching motioned to recommend to the City Council to appoint Mr. Guggemos as Vice-Chairperson of the Planning Commission. Ms. Cafferty seconded the motion. Motion carried 5-0.**

6) Other Business

a) **January and February, 2013 Meetings**

Mr. Ebensperger stated that he has scheduling conflicts for the Planning Commission meetings scheduled for Monday, January 14, 2013 and Monday, February 11, 2013.

The Planning Commission tentatively rescheduled the January, 2013 meeting to Wednesday, January 16, 2013 at 6:00 p.m.

The Planning Commission tentatively rescheduled the February, 2013 meeting to Wednesday, February 13, 2013 at 6:00 p.m.

b) **Planning Commission Resignation – Dan Dickhausen**

Mr. Martens stated that Mr. Dickhausen will resign from the Planning Commission as of December 31, 2012.

The Planning Commission members thanked Mr. Dickhausen for his service on the Planning Commission.

Mr. Martens stated that one person has expressed interest in serving on the Planning Commission and that person will be considered for appointment by the City Council.

7) Adjournment

**Mr. Fasching motioned to adjourn the meeting. Mr. Dickhausen seconded the motion. Motion carried 5-0. The meeting adjourned at 7:25 p.m.**

*Brad Martens*

Brad Martens,  
City Administrator  
City of Winsted

ATTEST:

*Raquel Kirchoff*

Raquel Kirchoff,  
Administrative Assistant  
City of Winsted