



VILLAGE OF WINNEBAGO

ZONING BOARD MEETING MINUTES

Monday, June 03, 2024 at 6:00 PM

108 West Main Street and Virtually

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

2. ROLL CALL

PRESENT: Chairman Bill Emmert, Irv Koning, Riley Pitney

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Scott Olson of Olson Funeral and Cremation Services.

3. DISCLOSURE OF ANY CONFLICT OF INTEREST

No conflict of interest was noted.

4. PUBLIC COMMENT

Mr. Olson had the opportunity provide public input on the item for discussion.

5. APPROVAL OF MINUTES

a. Minutes from September 25, 2023

Chairman Emmert made the motion to discuss the minutes from September 25, 2023 at the next meeting, since he was not able to review the minutes prior, Mr. Koning seconded the motion. Motion carried on a unanimous voice vote of those present.

6. DISCUSSION

a. Request by Olson Funeral Home to Operate a Crematory

Chairman Emmert stated that the reason for the meeting was by request of Olson Funeral Home and Crematory and the regularly scheduled Zoning Board Meeting was on Memorial Day. Chairman Emmert gave Mr. Olson opportunity to explain their plans for the former Genandt Funeral Home. Mr. Olson stated that they recently purchased the current funeral home which has a secondary structure on the property that would be an ideal place for a crematory. He has spoke with Sjostrom Construction who has provided an assessment of the structure and what would be needed for the purpose of

a crematory. Mr. Olson addressed some of the most common questions asked regarding a crematory such as: Will there be smoke and odor? He stated that it is a state-of-the-art machine. Under normal operating conditions there will not be any smoke or odor. Is the equipment environmentally safe? Yes. The emission levels are well below permissible levels. Will the facility be operating 24/7? It will not. It's estimated to be operating at most 10 hours a day. Will it be loud? It will not. The noise emitted is similar to an air conditioner running.

Chairman Emmert explained the reason for the special meeting and suggested making a recommendation to include Funeral Home in the General Business District. Chairman Emmert suggested have a public hearing to address the proposed options: permitted use of the funeral home and special permitted use of the crematory. Mr. Koning stated that he agreed to clarify the business about funeral homes, but regarding the question of the crematory he stated that he feels that it should be a permitted use and agreed that a public hearing should be held.

Village Administrator Dienberg summarized the three Options proposed to clarify the inclusion of crematories within the General Business District:

Option 1: Permitted Use Amending Section III, District No. 3 – General Business District, to include crematories as permitted use with specific criteria.

Option 2: Amend Section III, District No. 3 – General Business District, to include crematories as a special permitted use with specific criteria.

Option 3: Amend Section III, District No. 3 – General Business District, to explicitly prohibit crematories.

Chairman Emmert made the motion to hold a public hearing and that the proposed text amendment change would have two options with respect to crematories. One would be to have a text amendment to make it a Permitted Use in General Business, the other would be to make it a Special Permitted Use in General Business with respect to the crematory to be held on June 28, 2024 at 5:50 p.m.

Mr. Pitney seconded the motion. After discussion it was learned that June 28, 2024, is a Friday, and it could not be prior to that in order to comply with the the publication timeline. The amended motion was made by Mr. Koning to hold the Public Hearing on July 22, 2024, at 5:50 p.m., seconded by Chairman Emmert. Motion carried on the following roll call vote: Mr. Emmert: yes; Mr. Koning: yes; Mr. Pitney No. Mr. Pitney felt that a special meeting should be held to keep the project moving forward in a timely way.

Mr. Olson thanked the board for their time.

7. NEW BUSINESS

Mr. Emmert discussed the property at 314 North Benton informing the Zoning Board that the realtor for the vacant property contacted him for a zoning letter stating. The property is zoned Single Family Residential. He had prepared and signed the letter.

8. EXECUTIVE SESSION: Closed Session was not needed.

9. ADJOURNMENT

Mr. Koning made a motion to adjourn, seconded by Mr. Pitney. Motion carried on a roll call vote. Meeting adjourned at 7:06 p.m.

UNAPPROVED

Kellie Symonds, Deputy Clerk
Prepared from recording