

## **Planning Commission Meeting Minutes**

**Monday, November 9, 2015 - 6:00 p.m.**

**Public Safety Building, Council Chambers, Second Floor, 321 S. Fourth Street, Stoughton, WI.**

**Members Present:** Mayor Donna Olson, Chair; Ron Christianson, Vice Chair; Matt Hanna; Todd Krcma; Michael Maloney; Pat O'Connor and Scott Truehl

**Absent:** None

**Staff:** Planning & Development Director, Rodney Scheel; Zoning Administrator, Michael Stacey

**Press:** None

**Guests:** Sonny Swangstu; Tom Vavra; Todd Nelson; Peter Sveum; Julie Hamer; Cheryl Lennon; Jerimiah Macintire; Valerie Macintire; Tarnam Dhillon

- 1. Call to order.** Mayor Olson called the meeting to order at 6:00 pm.
- 2. Introduction of new Commissioner Michael Maloney.**  
Mayor Olson introduced Michael Maloney as the new citizen Planning Commissioner.
- 3. Consider approval of the Planning Commission meeting minutes of September 14, 2015.** Motion by **Hanna** to approve the minutes as presented, 2<sup>nd</sup> by **Truehl**. Motion carried 7 - 0.
- 4. Council Representative Report.**  
Christianson stated there is nothing to report.
- 5. Status of Developments.**  
Scheel gave an overview of development in the City and stated an urban service area amendment process is likely to occur for the area west of Kettle Park West and for an area south of State Highway 138.

Krcma questioned the status of the Water's Edge project. Scheel stated there may be a change in plans for the site but we have not received any information yet.

O'Connor questioned what an urban service area amendment is? Scheel stated an urban service area amendment is necessary for areas that are most suitable for urban development and capable of being provided with a full range of urban services including public water and sanitary sewerage systems. The City will work through the urban service area amendment process through the Capital Area Regional Planning Commission.

- 6. Terry Pippenger requests extra-territorial jurisdictional approval for a land division (CSM) at 3173 Duncan Road, Town of Dunn to consolidate 2 parcels.**  
Scheel explained the request.

Motion by **Truehl** to recommend the Common Council approve the land division (CSM) contingent on Town and County approval, 2<sup>nd</sup> by **Krcma**. Motion carried 7 - 0.

- 7. Jeff Moyer and Robert Wrase request extra-territorial jurisdictional approval for a land division (CSM) at 1071 and 1079 Starr School Road, Town of Rutland.**

Scheel explained the request.

Motion by Truehl to recommend the Common Council approve the land division (CSM) contingent on Town and County approval, 2<sup>nd</sup> by Krema. Motion carried 7 - 0.

- 8. Sonny Swangstu, representing the American Legion Post #59 requests site plan approval for an accessory building addition at 803 N. Page Street.**

Scheel explained the request.

Motion by Christianson to approve the site plan for the building addition contingent on the staff review letter of October 9, 2015, 2<sup>nd</sup> by O'Connor. Motion carried 7 - 0.

- 9. Steve Hansen, representing the Stoughton Area School District requests to install dugouts at Yahara School ball diamond, 900 W. Wilson Street and at Stoughton High School ball diamond, 600 Lincoln Avenue.**

Scheel explained the request.

Motion by Hanna to approve the request as presented, 2<sup>nd</sup> by Truehl. Motion carried 7 - 0.

- 10. Calvin Merath, Stoughton Area School District requests to install as shed at Fox Prairie School football field, 1601 W. South Street.**

Scheel explained the request.

Hanna questioned what materials would be used for the shed. Scheel thought a Rubbermaid plastic type material would be used since they described the intent to remove and reinstall on a seasonal basis.

Christianson questioned if the shed complied with the temporary structure requirements. Scheel stated this is a permanent type structure that will be used seasonally and could be moved off site and brought back next football season.

Motion by Truehl to approve the request as presented, 2<sup>nd</sup> by Hanna. Motion carried 6 – 1 (Christianson voted no)

- 11. The City of Stoughton requests to rezone the parcels bounded by Fourth and Seventh Streets and South Street and the Yahara River to MR-24 – Multi-Family Residential.**

Scheel explained the request.

Mayor Olson opened the public hearing.

Peter Sveum, representing the Redevelopment Authority spoke in favor of the rezoning.

Mayor Olson closed the public hearing.

Krcma questioned restrictions for existing single family homes. Scheel stated the single family homes will not be restricted rather they will be held to the SR-5 single family residential district bulk regulations.

O'Connor questioned the impact for the Milfab property. Scheel stated any existing use at the time of rezoning can continue.

Christianson stated this is just another step in the process to redevelop that area and revitalize the river front.

Motion by Truehl to recommend the Common Council approve the rezoning request as presented, 2<sup>nd</sup> by Christianson. Motion carried 7 - 0.

**12. The City of Stoughton requests to rezone the properties north and east of 1588 Williams Drive from RH – Rural Holding to PI – Planned Industrial.**

Scheel explained the request.

Mayor Olson opened the public hearing.

No one registered to speak.

Mayor Olson closed the public hearing.

Motion by Christianson to recommend the Common Council approve the rezoning request as presented, 2<sup>nd</sup> by Krcma. Motion carried 7 - 0.

**13. Tom Vavra, representing Dhillon Petroleum LLC requests to rezone the properties at 1009 W. Main Street and 308 S. Gjertson Street from PB – Planned Business to PD – Planned Development (General Development Plan) to accommodate a retail building reconstruction including a drive-thru.**

Tom Vavra stated the plan is to construct a new convenience store with a Dunkin Donuts. He stated the undesignated retail space on the eastern portion of the building may accommodate a liquor store.

Scheel gave a brief explanation of the request.

Mayor Olson opened the public hearing.

Tom Vavra spoke in favor of the request.

Jerimiah Macintire spoke against the request with concern about traffic, hours of operation and potential lighting issues.

Valerie Macintire spoke against the request with concern about the Gjertson/Main intersection, with specific concerns for pedestrians crossing at this location.

Corey Potter spoke against the request with concerns about the amount of exceptions and loss of visibility to his signage and site. He provided a written letter of concerns.

Mayor Olson closed the public hearing.

Scheel gave an overview of the original concept plan and the proposed site plan. Scheel went through the list of deviations.

The Commissioners had the following concerns with the proposed site plan:

- The exit to Gjertson Street from the drive through is not safe;
- Too much building for the size of the property;
- Screening of the property from the property to the south may be necessary to cut down lights from vehicles;
- Snow removal may be an issue with the narrow drive through;
- How will stormwater management be handled onsite;
- The 10-foot drive through lane is too narrow for maneuvering;
- No good access to drive through from gas pumps;
- Dumpsters are not screened from view to the south;
- Building is too close to the south and west lot lines;
- Some retail space should be eliminated to reduce the size of the building;
- Fencing could be installed to screen the property to the south.
- Not enough parking spaces.

Motion by Truehl to Table the request to allow the applicant to modify the site plan and work with the neighbor's to seek a compromise to address concerns raised, 2<sup>nd</sup> by Krcma.

Tom Vavra stated:

- A narrow drive is typical of these types of sites to encourage slow traffic;
- A catch basin is planned with in-ground storage for stormwater management;
- Could consider a left turn only onto Gjertson from the drive through.

Motion carried 7 - 0.

**14. Todd Nelson requests to rezone the properties at 400 and 324 S. Van Buren Street from PB – Planned Business to PD – Planned Development (General Development Plan) to accommodate a 14-unit apartment building.**

Todd Nelson gave an overview of the request.

Mayor Olson opened the public hearing.

Jerimiah Macintire spoke with concern about lighting, elevation of the building and no information provided by the developer as he had indicated he would.

Valerie Macintire spoke with concern about increased traffic and potential tenant turnover in apartment vs single family homes.

Cheryl Lennon spoke against with concern about traffic, street parking and questions about water service.

Julie Hamer spoke with concern about safety, traffic and size of building.

Mayor Olson closed the public hearing.

Krcma stated compared to the existing zoning classification of Planned Business, this proposal for multi-family is better for the neighborhood.

Maloney questioned the parking and dumpster details. Scheel stated the site meets the parking requirement and other minor details such as the dumpster enclosure can be worked out at the specific implementation plan stage.

Hanna stated the zoning is a good direction for the site and recommended possibly removing the upper balconies to the west to address the residential neighbor's concerns and north due to the tyme machine being so close.

Todd Nelson explained how the retaining wall is planned to be installed and clarified tenants will not be age specific.

Motion by **Krcma** to recommend the Common Council approve the rezoning to Planned Development General Development Plan and seek input from the Public Safety Committee regarding additional traffic for the area contingent on the staff review letter dated November 2, 2015, 2<sup>nd</sup> by **Maloney**. The GDP supports the proposed 14 units, reduced setbacks and reduced landscaped surface ratio. Motion carried 7 - 0.

**15. Jason Brabender requests extra-territorial jurisdictional approval for a land division (CSM) at 1905 Barber Drive, Town of Dunn to consolidate 2 parcels.**

Scheel explained the request.

Motion by **Truehl** to recommend the Common Council approve the CSM contingent on Town and County approval, 2<sup>nd</sup> by **Krcma**. Motion carried 7 - 0.

**16. Future agenda items**

Urban Service Area Amendments for the Kettle Park West area; Comprehensive Plan Amendment for 2016; BP/Dunkin Donuts and Todd Nelson Apartment.

**17. Adjournment.**

Motion by **O'Connor** to adjourn at 8:00 pm, 2<sup>nd</sup> by **Krcma**. Motion carried 7 - 0.

Respectfully submitted, *Michael P. Stacey*