

Planning Commission Meeting Minutes

Monday, January 11, 2016 - 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:

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

Press: None

Guests: AJ Arnett; Ashley Hopfensperger; Todd Nelson; Nicole Hines; Jordan Tilleson; Dennis Steinkraus; Molly Thomson; Chris Harvey; Jami Harvey; Zach Kirby; Ellie Trotter; Fred Trotter; Janna Light; Otto Callies; Debra Calles; Robert Arnold and Barbara Arnold.

- 1. Call to order.** Mayor Olson called the meeting to order at 6:00 pm.
- 2. Consider approval of the Planning Commission meeting minutes of December 14, 2015.**
Motion by **Hanna** to approve the minutes of December 14, 2015 as presented, 2nd by **Truehl**. Motion carried 7 – 0.
- 3. Council Representative Report.**
Christianson reported the Common Council approved Ordinances 18 & 19.
- 4. Status of Developments.**
Scheel gave an overview of current developments going on in the City. There were no questions.
- 5. Nicole Hines and Jordan Tilleson request a conditional use permit and site plan approval for a commercial animal boarding use at 1115 W. Main Street.**
Scheel gave an overview of the request.

Mayor Olson opened the public hearing.

Barbara Arnold – Registered in support of the request.

Robert Arnold – Registered in support of the request

Debra Calles - Registered in support of the request

Jami Harvey – Spoke in support of the request.

Nicole Hines - Registered in support of the request.

Jordan Tilleson - Registered in support of the request.

Chris Harvey - Registered in support of the request.

Janni Harvey - Registered in support of the request.

Molly Thomson – Spoke in opposition of the request due to the potential for noise.

Mayor Olson closed the public hearing.

Hanna stated he is in favor of the direction the applicants are going and questioned the possibility of tabling the request until the applicant's have submitted all materials.

Scheel stated tabling the request would be appropriate to allow the applicants to pay the conditional use fee and submit a site plan that meets all the zoning code requirements.

The commissioner's were all favor of tabling the request until next month.

Motion by **Truehl** to Table the request to allow the applicant's to submit the conditional use permit fee and to submit appropriate plans to meet zoning code requirements, 2nd by **Hanna**. Motion carried 7 – 0.

6. Ashley and Tim Hopfensperger request to amend zoning ordinance sections 78-206(1)(a)2 and 78-206(1)(a)3 related to providing water and sewer services to a duplex and twin home.

Scheel explained the request.

Mayor Olson opened the public hearing.

AJ Arnett spoke in support of the zoning amendment.

Mayor Olson closed the public hearing.

There was a short discussion regarding Public Service Commission requirements and installation of laterals for new developments vs existing development. The consensus being that existing developed duplex lots should not be required to install separate laterals until the duplex is split into a Twin Home as required by the Public Service Commission.

The consensus was to Table the agenda item until next month to allow staff to redraft the ordinance as described above.

7. Todd Nelson requests certified survey map (CSM) approval to combine the 3 parcels at 324 S. Van Buren and 400 S. Van Buren Street.

Scheel explained the request.

Motion by **Truehl** to recommend the Common Council approve the certified survey map as presented, 2nd by **Christianson**. Motion carried 7 – 0.

8. Todd Nelson requests Specific Implementation Plan approval for the property located at 400 S. Van Buren Street to accommodate a 14-unit apartment building.

Scheel explained the request.

Motion by **Truehl** to approve the specific implementation plan contingent on the staff review letter dated December 28, 2015, 2nd by **Christianson**. Motion carried 7 – 0.

O'Connor questioned the location of the bike rack in the parking garage. Todd Nelson stated he thought the location would be more secure and safe for bikes.

Truehl noted Police Chief Leck will monitor the site in the future for traffic issues as discussed at the Public Safety Committee meeting.

Motion carried 7 – 0.

9. Todd Nelson requests conceptual plan review for a multi-family residential development at Chalet Court.

Todd Nelson explained the request.

The following was discussed:

- The existing platted Chalet Court would need to be vacated;
- Comparing the number of units allowed by the MR-24 district, this property of 1.76 acres would allow 42 residential units;
- Todd Nelson is proposing up to 52 residential units;
- Current zoning is Rural Holding while Planned Development and MR-24 are proposed;
- Two CSM's are proposed to allow ownership flexibility;
- Commissioner's are in favor of small units toward the south and adjacent to the single family residential;
- There needs to be a good evaluation of stormwater management for this property.

10. Forward Development Group requests preliminary plat concept plan review for Kettle Park West Phase II. Materials can be viewed at: <http://stoughtoncitydocs.com/kettle-park-west>

Scheel introduced the request.

Dennis Steinkraus gave a presentation of the Kettle Park West Phase II plans. The presentation can be viewed at the above link.

Dennis plans to have more information at the upcoming meetings.

11. Request to amend ordinance sections 78-206(8)(c), 78-105(2)(g), 78-105(2)(h) and Appendix C related to the size of an accessory structure for multi-family residential districts and the number of residential units allowed for multi-family residential.

Scheel explained the proposed ordinance amendment is to conditionally allow accessory structures greater than 900 square feet in the MR-10 and MR-24 zoning districts and clarify that that MR-24 district conditionally allows 24 units per acre not per building and the same for the MR-10 district.

Mayor Olson opened the public hearing.

No one registered to speak

Mayor Olson closed the public hearing.

Motion by **Truehl** to recommend the Common Council approve the ordinance amendment as presented, 2nd by **Maloney**. Motion carried 7 – 0.

12. Future agenda items.

Kettle Park West Phase II and specific implementation plans for Phase I properties; Todd Nelson Chalet Court materials; Twin Home Ordinance Amendment and Comprehensive Plan Update Schedule.

13. Adjournment.

Motion by **Krcma** to adjourn at 7:55 pm, 2nd by **Christianson**. Motion carried 7 – 0.

Respectfully submitted,
Michael P. Stacey