

Planning Commission Meeting Minutes

Monday, May 9, 2016 - 6:00 p.m.

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

Members Present: Michael Engelberger; Michael Maloney; Tom Selsor and Scott Truehl.

Absent: Mayor Donna Olson Chair, Matt Hanna; Todd Krcma;

Staff: Planning & Development Director, Rodney Scheel

Press:

Guests: Jamie Bush; Michael Queoff; Lori Steen; James Brooks; Jeff Davis; Brian Spanos; John McLain; Chad Strutzel; Dan O'Callaghan, Ron Henshue, Tim Swadley, Greg Jenson

1. **Call to order.** **Director of Planning & Development Scheel** called the meeting to order at 6:00 pm.
2. **Consider approval of the Planning Commission meeting minutes of April 11, 2016.**
Motion by **Truehl** to approve the minutes of April 11, 2016 as presented, 2nd by **Engelberger**.
Motion carried 4 – 0.
3. **Elect Vice-Chair.**
Maloney nominated **Truehl** as Vice-Chair.

There were no other nominations. Scheel requested nominations three times.

Motion by **Engelberger** to cast a unanimous ballot for the nomination of **Truehl** as Vice-Chair, 2nd by **Selsor**. Motion carried 4 – 0.

4. **Council Representative Report.**
Truehl provided an overview of actions by the Common Council. He reported the CUP for the daycare on E. Main Street was approved and discussions continue on the preliminary plat and rezoning request for Kettle Park West Phase II.
5. **Status of Developments.**
Scheel gave an overview of the status of developments as outlined in the packet of materials. There were no questions.
6. **James Brooks requests to amend the zoning ordinance to allow Outdoor Commercial Entertainment as a conditional use within the Planned Industrial District.**
Scheel explained the request to amend the zoning code.

Truehl opened the public hearing.

Mr. James Brooks spoke in support of the change to the code and explained the intent of his operation to allow outdoor training through the use of an obstacle course. Engelberger asked some questions about the hours of operation.

Scheel reported that if the ordinance is approved by the Common Council, the proposed use will need to go through a conditional use permit process to consider the specific application.

Truehl closed the public hearing.

Motion by Engelberger to recommend the Common Council approve the zoning code amendment as presented, 2nd by Maloney.

Motion carried 4 – 0.

7. Brian Spanos requests approval for required deck additions at 2301 Lincoln Avenue.

Scheel explained the request. The original building plans called for stairs directly exiting 5 of the units with steps to grade from the required second exit that has sliding glass doors. The designer was unaware of the requirement to install a landing before the steps down to grade. Therefore, they have requested to install decks on the five northern units to create a “jump platform” that will not have steps to grade but will meet the building code requirement for the second exit at the sliding glass doors.

Motion by Maloney to approve the deck additions as presented, 2nd by Selsor. Motion carried 4 – 0.

8. Jeff Davis requests approval to construct a new building for Lotus Salon at 907 Nygaard Street.

Scheel provided an overview of the request. Mr. Jeff Davis gave detailed summary of the project. He reported the stormwater management plan will be completed and will comply with City and County standards. They provided a detailed summary of the parking demand that exceeds the number of stalls required by the Zoning Code.

Motion by Selsor to approve the new building project contingent on the staff review letter dated April 28, 2018, 2nd by Engelberger.

Motion carried 4 – 0.

9. Michael Queoff requests approval for a building addition at Stoughton Parts Sales, 1112 Veterans Road.

Scheel explained the request and Mr. Queoff provided a more detailed summary of their project.

Motion by Maloney to approve the addition contingent on the staff review letter dated April 28, 2016, 2nd by Engelberger.

Motion carried 4 – 0.

10. Jamie Bush requests site plan approval for an addition at Deaks, 1017 Nygaard Street.

Scheel explained the request and reported the Board of Appeals has approved variances to reduce the 25% landscape surface ratio and to reduce the 20 foot bufferyard requirement. Previously, the Common Council approved the Conditional Use Permit for the expanded use. It was discussed that the current on-site parking allows for a capacity of 129 person capacity. Mr. Bush provided a more detailed summary of the business plan that aims to provide a separation of the dining area from the bar patrons to create more family friendly atmosphere. He reported they plan to move the outdoor furniture into to the building for use indoors when the outdoor area is not open. Their parking lot will also include code compliant lighting to improve visibility and safety.

Truehl suggested that the plan be shared with the Public Safety Committee for them to consider any on street parking restrictions that may be appropriate to accommodate the relocated driveway entrance onto Roby Road.

Motion by **Engelberger** to approve the building and site plan contingent on the staff review letter dated May 3, 2016 and the owner internally post a sign that indicates the building capacity is 129 people , 2nd by **Selsor**. Not a contingency, but the Commission also plans to request the Public Safety Committee consider on street parking restrictions related to this project and the relocated drive access to Roby Road.

Motion carried 4 – 0.

11. Comprehensive Plan Proposal Update.

Scheel reported the Comprehensive Plan update will begin now that we have accepted a proposal with Vandewalle and Associates. We anticipate the Planning Commission will be the primary members of the group working through the update but others are welcome to attend as well. We will work to schedule the meetings to minimize conflicts with other City meetings. We anticipate the first meeting will be in June.

12. Preliminary Plat for Kettle Park West Phase II

Truehl reported that he recommended that this agenda item be included to update the Commission on the status of the status since the recommended action to approve the preliminary plat was made by the Planning Commission on April 11th. The differences in the layout were summarized and there was discussion about a version of the approval resolution that is being considered by the Common Council that includes language related to the different phase areas of the preliminary plat. Scheel explained that phase A includes Lot 8 from Phase I (Commercial Center) but reconfigures them creating two parcels with a slightly different exterior boundary from the original Lot 8.

Selsor reported his major issue that the preliminary plat does not include a connection to STH 138.

There seemed to be general support for the lot configuration as changed around the park and to allow for additional public access to the west from the park area. The revised plat also removes the lots the west side of Oak Opening Drive along the park.

Scheel reported the Town of Rutland has adopted a resolution supporting the improvements to Oak Opening Drive in the Town.

Mr. O'Callaghan responded to comments and questions from the commissioners.

A Committee of the Whole meeting will be held tomorrow night to discuss this item prior to the Council meeting where it is also on the agenda.

No action was taken.

13. Future agenda items.

Comprehensive Plan update will be a primary activity in the coming months.

14. Adjournment.

Motion by Engelberger to adjourn at 7:30 pm, 2nd by Selsor. Motion carried 4 – 0.