

Planning Commission Meeting Minutes
Monday, September 12, 2016 - 6:00 p.m.
Public Safety Building, Council Chambers, Second Floor, 321 S. Fourth Street, Stoughton, WI.

Members Present: Matt Hanna; Todd Krcma; Michael Engelberger and Michael Maloney

Absent: Mayor Donna Olson Chair; and Scott Truehl, Vice-Chair

Staff: Zoning Administrator, Michael Stacey

Press: Patrick Osterdrink

Guests: Mark Boehlke; Kris Krentz; Peggy Veregin and Tim Swadley

1. Call to order.

Engelberger, Interim Chair called the meeting to order at 6:00 pm.

2. Consider approval of the Planning Commission meeting minutes of August 8, 2016.

Motion by **Hanna** to approve the minutes as presented, 2nd by **Krcma**. Motion carried 4 – 0.

3. Council Representative Report.

Engelberger stated the conditional use permit was approved for Exclusively Roses and the Public Participation Plan was approved for the Comprehensive Plan Rewrite.

4. Status of Developments.

Stacey stated the status of developments is outlined in the planning packet. There were no questions.

5. Mark Boehlke of Hoffman Planning, Design & Construction requests Planned Development – General Development Plan approval to construct a Residential Care Apartment Complex (RCAC) at Skaalen Retirement Services, 400 N. Morris Street.

Stacey stated the applicant proposes to resurvey 19 parcels into a 2 lot CSM with one parcel being used for the residential care apartment complex and the other will be for the existing Skaalen Home not including the area known as Vennevoll.

Engelberger opened the public hearing.

Kris Krentz, President and CEO of Skaalen Retirement Services gave a summary of the project.

Mark Boehlke, Senior Land Planner with Hoffman Planning, Design & Construction stated he will answer any technical project questions.

Engelberger closed the public hearing.

Stacey stated there are no exceptions requested for the General Development Plan and the items listed in the staff review letter will be addressed during the Specific Implementation Plan stage.

Motion by **Hanna** to recommend the Common Council approve General Development Plan rezoning contingent on the staff review letter dated August 29, 2016, 2nd by **Krcma**. Motion carried 4 – 0.

6. Skaalen Retirement Services requests approval to combine several parcels and create a 2 lot certified survey map (CSM) at 400 N. Morris Street.

Stacey explained the request will clean up the area by combining 19 parcels into a 2 lot CSM and noted there will be a lot line adjustment on the final CSM so the lot line does not go through the structure at the corner of Ridge and Amundson.

Motion by **Hanna** to recommend the Common Council approve the CSM including the lot line adjustment at the corner of Ridge Street and Amundson Drive, 2nd by **Krcma**. Motion carried 4 – 0.

7. Greg Rice requests approval of an extra-territorial land division (CSM) for properties located at 1881 Williams Drive, Town of Pleasant Springs.

Stacey explained the request.

Motion by **Hanna** to recommend the Common Council approve the extra-territorial land division (CSM) as presented, 2nd by **Krcma**. Motion carried 3 – 0 (Maloney abstained).

8. Comprehensive Plan Rewrite.

Stacey stated the staff at Vandewalle took all the comments from the last meeting and incorporated those comments in the provided community survey. Stacey stated the postcard and Vision Workshop agenda are also provided for review and comment.

Public Comment:

Peggy Veregin, 225 N. Monroe Street, Stoughton who is the Chair of the Landmarks Commission requested the Planning Commission include historic preservation planning as part of the Comprehensive Plan.

Engelberger stated he is interested in gaining input from any and all committees and commissions of the City and there will be opportunities to do that as part of this process. The Vision Workshop is coming up on October 20th.

Review Draft of Community Survey:

Maloney stated there are some questions within the survey that are related to historic preservation including the redevelopment area questions.

Hanna suggested historic preservation should not be site specific rather more broad.

The Commission reviewed Alderman Tim Swadley's suggested changes to the survey.

The Commission agreed to remove the word “only” from question 20.

Tim Swadley explained the suggested changes including the questions related to Tax Incremental Financing (TIF); the future of the Public Works facilities; Space needs for City services and Dream Park.

Krcma questioned using the survey for a TIF question.

Swadley stated TIF is used as a tool for growth and citizens need to be educated. Swadley would like feedback on the use of TIF in the future for different types of projects such as blighted areas and commercial projects.

Maloney stated some people don't understand TIF and there are pluses and minuses to the use of TIF. Maloney agrees there could be a general question about TIF.

Krcma stated that maybe there could be a link within the survey to provide more detailed information about TIF.

Hanna stated he is not sure about using the survey for a TIF question.

Hanna stated he would like to change estate homes in question 18 to something more understandable such as luxury homes. The Commissioners agreed.

Hanna would like to add Dream Park or Park for people with disabilities included in question 29.

The Commissioners discussed where to include space needs in the survey.

Krcma stated city facilities could be added to question 26.

Hanna suggested city facilities could be added to question 13. The Commission agreed to split question 13 into 2 questions with one related to city facilities and the other related to services.

Hanna stated that TIF questions could be part of a whole other survey and suggested leaving them out of this survey.

Engelberger stated the financing of development questions related to TIF could cover blighted properties, residential, industrial and mixed uses.

Peggy Veregin stated question 27 appears to indicate the power plant building which is a local landmark could be demolished. A local landmark building cannot be demolished so the question is misleading.

The Commissioners agreed to remove question 27.

Krcma suggested removing the word “Milfab” from question 26 for “redevelopment site” and add area language, “Fourth Street to Eighth Street”.

Hanna would like the updated survey questions to be email to the Commissioners for a final review.

The Commissioners agreed to leave TIF questions out of the survey.

Discuss Vision Workshop:

The Commissioners agree the agenda looks good.

9. Future agenda items.

Special meeting set for September 26, 2016 for the Chalet Court GDP public hearing.
Comprehensive Plan Rewrite

10. Adjournment

Motion by Krcma to adjourn at 6:55 pm, 2nd by Hanna. Motion carried 4 – 0.

Respectfully Submitted, Michael Stacey