

Planning Commission Meeting Minutes

Monday, December 12, 2016 at 6:00 pm

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

Members Present: Mayor Donna Olson Chair; Scott Truehl Vice-Chair; Michael Engelberger; Matt Hanna; Greg Jenson; and Todd Krma

Absent: Mike Maloney

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

Press: Amber Levenhagen

Guests: Todd Nelson; Mike Slavney; Jackie Mich; Tom Selsor; Brett Johnson; Roger Springman; Kevan Bard

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 November 14, 2016 and November 29, 2016.**
Motion by **Engelberger** to approve the minutes as presented, 2nd by **Hanna**. Motion carried 6 – 0.
3. **Council Representative Report.** Truehl stated the conditional use permit for Morelia's Café was approved.
4. **Status of Developments.** Scheel gave an overview of the status of existing developments as outlined in the packet. There were no questions.
5. **Todd Nelson requests concept plan approval for a proposed Planned Development at 1940 Jackson Street.**
Scheel gave an overview of the request.

Todd Nelson explained the proposal is for 10 residential units (6 two bedroom units, 2 two bedroom units and 2 efficiency units)

Hanna stated the concept seems to be pretty good.

Scheel explained the inconsistencies with the multi-family zoning classifications that would require a variance.

Engelberger would like to see zoning compliance and no exceptions.

Hanna stated the use makes sense but questioned whether less units can work.

Todd Nelson stated economically they need more units to make it work.

Mayor Olson questioned if a market analysis was done.

Todd Nelson stated he sees a need for 1 bedroom units and efficiencies.

Krcma stated the existing building does not have any use and this proposal looks pretty good for reuse of the building. Krcma stated he will support this proposal.

Scheel stated this concept plan is just the first step in the planned development process. A public hearing would be the next step during the general development phase.

Hanna agrees with Krcma and questioned if a CSM would be required to combine the 2 parcels.

Scheel stated we'll have to review whether a CSM would be required but believes it will be required.

Hanna stated he is in favor of the applicant moving forward with the planned development.

Truehl questioned price per unit and firewalls.

Todd Nelson stated each unit is required to have a firewall between units. The rents would be \$600 or more for the efficiency; \$750 - \$900 for the one and two bedroom units.

Engelberger asked Todd Nelson if he would consider looking at the needs of the community by getting involved with the Housing Action Team (HAT). There may be subsidies that come with involvement to provide someone with a place to hang their hat.

Todd Nelson stated he would be happy to sit in a meeting to discuss options.

Engelberger stated he will provided information.

6. Brett Johnson of North American Fur Auctions requests approval to construct a new commercial building at 1600 Williams Drive.

Scheel gave an overview of the site plan request. The City is currently in the process of selling this parcel of land to NAFA. The most recent site and grading plan was submitted on December 12th and it does not fully address the containment of stormwater in the stormwater easement along Williams Drive to the regional stormwater basin and as shown would affect the grades for the City lands to the east of this parcel. Therefore, staff recommends that the grading plan be reworked to address these issues and adjust the landscaping plan accordingly.

Brett Johnson stated they plan to move the eastern driveway to the west and move the stormwater swale onto their property. Brett Johnson also stated they will be modifying the grading plan to accommodate the stormwater in the easement along the west property line and to the regional stormwater basin.

The Commission had a lengthy discussion about the site plan which is summarized as follows:

- The plan is to develop the site in 3 phases over 3 years and consistent with the development agreement with the City;

- The development will be in addition to their existing facility in Industrial Park North;
- There would be a temporary access point to the property until the Street is constructed by the City;
- Rolled recycled asphalt will be used as a hard surface connection to Williams Drive and to access the loading dock on the east side of Phase I until the new street is constructed and until Phase II of the building is completed;
- Discussed building construction materials including consideration of additional brickwork on the façade;
- There are no plans for additional brickwork on the façade;
- A significant investment is being made toward landscaping;
- No exceptions are needed for this approval;
- Lengthy discussion about future additions after the 3 phases of development related to where the front of the building would be positioned along Williams Drive;
- The building is planned to allow for future additions at both the west and east ends to prevent being land-locked and will allow the internal flow of the operation to work;
- Updated plans will be provided to accommodate the stormwater management as discussed and approved by City staff.

Motion by **Truehl** to approve the site and building plans, 2nd by **Krcma**.

Scheel stated the development agreement and CSM are still pending for approval.

Truehl stated he is still concerned about how the front façade along Williams Drive will look especially with the potential for the future front addition.

Consensus was to plan according for future expansions, stormwater management and allow staff to administratively review and approve the plan updates to meet all requirements.

Scheel stated there may need to be landscaping amendments to the plan when the stormwater swale and ditch are moved.

Motion carried 5 – 0 (Hanna abstained) subject to the staff review letter dated December 6, 2016 and staff approval of stormwater management plans (revised plans to be submitted) and landscaping plans that may be affected by the revisions to the grading plans. This approval will be outlined within a resolution.

7. Comprehensive Plan Rewrite.

Public Comment:

Roger Springman recommends providing an instruction header on the Comprehensive Plan website to direct citizens how to use the materials. He would like to see benchmarks of 5 years, 10 years and 25 years for planning.

Engelberger stated his constituents have told him there is so much information. More public hearings needed to allow for more public input and to summarize the information.

Jenson stated it is information overload.

Hanna agrees with comments and would like to see a summarized City action plan that is goal driven to supplement to Comprehensive Plan.

Truehl agrees with the comments and discussed the future use of the Jackson Street corridor.

Vision Workshop, Community Survey and Comprehensive Plan Draft 1 Discussion:

Jackie Mich of Vandewalle and Associates gave an overview of the public participation thus far.

Mike Slavney of Vandewalle & Associates stated:

- There some key policy issues that need to be discussed;
- The State of Wisconsin requires that Comprehensive Plans be updated every 10 years;
- The Open House will allow for more detail to be presented in 2 sessions;
- Due to the unpredictability of annexation and development it is difficult to predict growth especially for Stoughton which has historically shown peaks and valleys

Jackie Mich provided a spreadsheet for policy discussion items. The following is a summary of what was discussed:

- Discussed land use consistency with zoning. Zoning map amendments have to be consistent with the future planned land use map;
- Agreed to change the planned office area in the northwest corner of the future planned land use map to planned mixed use and extend it across County Hwy B and west of the golf course to one section west of US Hwy 51;
- Discussed amending the RR corridor from industrial to planned mixed use on the future planned land use map;
- Discussed future land use for the Uniroyal property and deemed this property as possibly needing a special land use classification;
- Discussed future growth patterns primarily to the west and development limits as shown on the future planned land use map;
- Consensus was to leave the development limits as presented except for the area discussed in the north west corner of the future planned land use map as described above;
- Need to plan for future 4 lane roadways at US Hwy 51; County Hwy N and State Highway 138 so the right-of-ways are shown to be widened on the future transportation map;
- Discussed the residential balance policy from the existing comprehensive plan which requires a planned neighborhood to have a minimum of 65% single family residential, maximum 15% two family residential and maximum 20 percent multi-family residential. Consensus was to keep this policy intact;
- Discussed planned mixed use areas vs specific uses with the consensus being that the flexibility of the planned mixed use designation is preferred;

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- The Commission confirmed that January 19th will be the Open House with the first presentation at 5:30 pm and the second at 6:30 pm. Site to be determined.
8. **Future agenda items.** Comprehensive Plan Rewrite; Senior Housing project in Kettle Park West; McFarland State Bank SIP and Kwik Trip amendment to their SIP in Kettle Park West.
9. **Adjournment.** Motion by Hanna to adjourn at 9:15 pm, 2nd by Krcma. Motion carried 5 – 0.

Respectfully Submitted,
Michael Stacey