

Planning Commission Meeting Minutes

Monday, March 13, 2017 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; Mike Maloney and Todd Krcma

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

Press: Amber Levenhagen

Guests: Jason Perry; Bob Kardasz; Dennis Kittleson; Amy Kittleson; Kathleen Tass-Johnson; Paul Lawrence; Sid Boersma; Tim Swadley; Andrew Chitwood; Alan Hedstrom and Dean Sutton.

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 February 13, 2017.** Motion by **Jenson** to approve the minutes as presented, 2nd by **Truehl**. Motion carried 6 – 0.
3. **Council Representative Report.** Truehl reported the Council heard the first reading for the rezoning of the property for Casey's General Store and approved the Park Place Condominium.
4. **Status of Developments.** Scheel summarized the status of current developments as outlined in the Planning packet of materials and noted there is a Comprehensive Plan Rewrite Open House at 7:00 pm at the EMS Building. There were no questions.

Krcma arrived at 6:02 pm

5. **Request by Tom Matson for extra-territorial jurisdictional approval of a land division to reconfigure the parcels at and adjacent to 3213 County Highway A, Town of Rutland.** Scheel gave an overview of the request.

Motion by **Truehl** to recommend the Common Council approve the land division request as presented, 2nd by **Hanna**. Motion carried 7 – 0.

6. **Request by Jason Perry for extra-territorial jurisdictional approval of a certified survey map to separate the existing residence from farmland at 1928 Williams Drive, Town of Pleasant Springs.** Scheel explained the request.

Motion by **Hanna** to recommend the Common Council approve the land division request as presented, 2nd by **Truehl**. Motion carried 7 – 0.

7. **Request by Tony Hill for certified survey map (CSM) approval to combine the parcels at 753 and 761 Nottingham Road.** Scheel explained the request.

Engelberger questioned if this is a typical request. Scheel stated there have been similar requests in the past.

Motion by **Truehl** to recommend the Common Council approve the CSM request as presented, 2nd by **Jenson**. Motion carried 7 – 0.

8. Request by Larry and Sandy Stenner for approval of a preliminary and final condominium plat to split a duplex at 1908/1910 Hilldale Lane.

Scheel explained the request.

Mayor Olson opened the public hearing.

No one registered to speak.

Mayor Olson closed the public hearing.

Motion by **Jenson** to recommend the Common Council approve the condominium plat request as presented, 2nd by **Truehl**.

Engelberger questioned what the alternatives are instead of a condominium. Scheel stated the owner install separate sewer laterals.

Maloney questioned the utility drawing in the packet. Stacey stated the diagram show the property having separate water laterals and shutoffs.

Scheel stated the owner would have to install separate sewer laterals to each side of the duplex or create a condominium to sell each side of the duplex.

Motion carried 6 – 1 (Engelberger voted no).

9. Request by the Stoughton Utilities for certified survey map (CSM) approval to split the property at 3201 McComb Road. Scheel explained the request.

Motion by **Hanna** to recommend the Common Council approve the CSM request as presented, 2nd by **Truehl**.

Truehl questioned if there are plans for the rest of the property. Scheel stated the Comprehensive Plan depicts the remainder as a separate use.

Motion carried 7 – 0.

10. Request by the Stoughton Utilities to rezone a portion of the property at 3201 McComb Road from RH – Rural Holding to I – Institutional. Scheel explained the request.

Mayor Olson opened the public hearing.

Dean Sutton spoke against the substation location.

Mayor Olson closed the public hearing.

Engelberger questioned if other locations had been considered. Robert Kardasz, Utilities Director stated the substation was planned where the load or demand will be and the location is where American Transmission Company has power available. Robert stated the circuits coming out of the substation are planned to be underground.

The group discussed the location of the ATC transmission line and existing easements to accommodate the lines.

Motion by **Hanna** to recommend the Common Council approve the rezoning request as presented, 2nd by **Truehl**. Motion carried 7 – 0.

11. Request by the Stoughton Utilities for site plan approval to construct a substation on a portion of the parcel at 3201 McComb Road. Scheel introduced the request.

Kardasz reported the substation will be state of the art. Hanna recommended that evergreens be planted along the full length of the western property line that should include a few white pines. There was discussion about the uncertain route ATC will use to bring their transmission lines to the substation and whether that would affect perimeter landscaping plans. Hanna reported that evergreens can be transplanted if necessary. Krcma agreed that more landscaping along the west property line is important.

Motion by **Hanna**, seconded by **Krcma** to approve the landscaping plan with the condition that the berm be continued along the west property line to the south property line and that plantings along the west line shall include 75% evergreens and landscaping with junipers being used as a lower growing option. Truehl requested that the motion be amended to require the construction of a berm built to an elevation of 935' be installed along the west property line adjacent to the substation. Hanna and Krcma accepted the addition to the motion.

Discussion took place about when Stoughton Utilities will know the route ATC may feed the substation. Additional discussion included consideration of landscaping along the south property line.

Motion by **Truehl**, seconded by **Engelberger** to table. Kardasz requested that a special meeting be considered to finalize site plan requirements. Motion carried unanimously.

12. Request for site plan approval by Robert Ahern of Dimension IV for property located at 1601, 1625 and 1649 Vernon Street (Park Vernon Apartments).

No action taken prior to adjournment.

13. Request by Dack Print, LLC (Dennis and Amy Kittleson) for approval of a Downtown Design Overlay Zoning District Project request to remove the building at 305/315 E. Main Street.

No action taken prior to adjournment.

14. Future agenda items. None discussed.

- 15. Adjournment.** Motion by Engelberger to adjourn at 7:10 pm, 2nd by Jenson. Motion carried 6 – 1 (Krcma voted no)

The Comprehensive Plan Open House presentation is to begin soon at the EMS Training Room.

Respectfully Submitted,

Michael Stacey