

**Plan Commission Meeting Minutes**  
**Monday, May 9, 2022 at 6:00 pm**  
**Hybrid Meeting**

**Members Present:** Dorann Bradford; Phil Caravello; Al Farrow; and Tom Majewski

**Members Absent:** Mayor Swadley; Brett Schumacher and Tom Robinson

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

**Guests:** Diane Duncan; Ryan Matthews; Aryn Ali; Ashley Kirch; and Kevin Yeska

- 1. Call to Order.** Scheel called the meeting to order at 6:00 pm.
- 2. Elect Vice-Chair.** Caravello nominated Schumacher as Vice-Chair. There were no other nominations.

Motion by **Caravello** to approve Schumacher as Vice-Chair by unanimous ballot, 2<sup>nd</sup> by **Bradford**. Motion carried unanimously.

- 3. Plan Commission meeting minutes of April 11, 2022.**

Motion by **Caravello** to approve the minutes as presented, 2<sup>nd</sup> by **Majewski**. Motion carried unanimously.

- 4. Council Representative Report.**

Caravello stated the Common Council approved Resolutions 73, 82, 83 and 84 of 2022 and Ordinances 10 and 11 of 2022.

- 5. Status of Current Developments.**

Scheel gave an overview of the status of developments as outlined in the packet of materials.

Majewski questioned the status of the Linnerud property. Scheel stated Stoughton Trailers has the approximate 180 acres under contract. Scheel expects a new detailed neighborhood plan to be developed and an Urban Service Area Amendment will be necessary.

- 6. Site plan for a shed and gazebo at 217 S. Fourth Street.**

Scheel explained the request.

Majewski and Caravello questioned the location of the gazebo on the existing deck. Scheel stated it is not uncommon to have various structures placed this way.

Motion by **Caravello** to approve the site plan as presented, 2<sup>nd</sup> by **Bradford**. Motion carried unanimously.

**7. Building modification at 400 S. Lynn Street.**

Scheel explained the request.

The Commission discussed the specifics of the request.

Motion by **Majewski** to approve the building modification as presented, 2<sup>nd</sup> by **Bradford**. Motion carried unanimously.

**8. Specific Implementation Plan for Popeye's Restaurant at 2440 State Highway 138.**

Scheel gave an overview of the request.

Kevin Yeska of JSD explained the proposed site plan.

Diane Duncan of Gleason Architects explained the exterior branding materials.

Ryan Matthews described how the drive-thru will work.

Majewski mentioned the underground stormwater that was approved for the site. Kevin Yeska stated the underground stormwater facility is designed for development of the whole site (Lot 7) and will be validated prior to development of each area on Lot 7.

Farrow questioned how the site would be accessed. Scheel stated via the existing drive entrance.

Caravello questioned the drive-thru stacking of vehicles from the order window. Stacey evaluated the drive-thru according to the zoning code requirement of 100 feet of stacking required and they have provide 2 drive-thru lanes which is not a requirement.

Majewski questioned the lack of street trees and trees in the parking area. Kevin Yeska gave an overview of the landscaping plan. Scheel stated the streets are private and owned by Walmart.

Farrow questioned whether there is a photometric plan. Stacey explained the 0.5 foot-candle requirement and that staff does a photometric check once installed as tweaks are occasionally necessary such as installing shrouds.

Motion by **Majewski** to approve the specific implementation plan as presented, 2<sup>nd</sup> by **Bradford**. Motion carried unanimously.

**9. Future agenda items.**

Forward Development Group will be requesting a GDP extension for KPW Lots 3, 4, 5 and 7

**10. Adjournment.**

Motion by Majewski to adjourn at 6:32 pm, 2<sup>nd</sup> by Caravello. Motion carried unanimously.

Respectfully Submitted,

*Michael P. Stacey*