

Plan Commission Meeting Minutes
Monday, July 10, 2023 at 6:00 pm
Hybrid Meeting

Members Present: Mayor Swadley, Chair; Brett Schumacher; Phil Caravello, Vice-Chair; Tom Majewski; Dorann Bradford; and Al Farrow

Members Absent: Tom Robinson

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

Guests: Bruce Hollar; Justin Hanson; Dustin Oler; Dean Slaby; Dan Hanson; Daniele St. Marie Thompson; Gary Becker; Katrina Becker; Rob Drogsvold; Adam Watkins; Anwar Zaidi; Todd Nelson; Denise Wilson; Adrienne Nienow; Jordan Tilleson; Sherry Yu; Andy Lewis and Steve Tremlett.

1. **Call to Order.** Mayor Swadley called the meeting to order at 6:00 pm.
2. **Roll call and verification of quorum.** Mayor Swadley verified a quorum is present.
3. **Certification and compliance with open meetings law.** Mayor Swadley certified compliance with open meetings law.
4. **Plan Commission meeting minutes of June 12, 2023.**
Motion by **Caravello** to approve the minutes as presented, 2nd by **Bradford**. Motion carried unanimously.
5. **Council Representative Report.**
Caravello stated on June 13th 2023, the Common Council approved ordinances 16 and 17, O-15-23 failed and R-92-23 was tabled.
6. **Status of Current Developments.**
Scheel introduced the status of developments as outlined in the packet of materials including providing an update for Popeye's Chicken, which is delayed due to a late shipment of steel.
7. **Preliminary Plat for Lots 1, 3 and 4 within the 51 West Subdivision.**
Scheel gave an overview of the plat request.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Caravello questioned how common zero lot line structures. Scheel stated it is very common for duplexes to be split using the zero lot line process in Stoughton.

Mayor Swadley stated quite a few communities are getting requests for twin homes.

Majewski questioned the notation in the resolution about park facilities fees. Scheel stated this is common at the final plat stage for park facilities fees and parkland is typically covered in a development agreement.

Motion by **Bradford** to recommend Common Council approval of the preliminary plat as presented, 2nd by **Schumacher**. Motion carried unanimously.

8. Preliminary Condominium Plat for property at 839-981 N. Page Street.

Scheel gave an overview of the condominium plat request.

Schumacher questioned what this means for the tenants and existing buildings. Scheel explained that nothing is changing except the type of ownership.

Anwar Zaidi explained the intent of the request and that he plans to sell off the gas station portion and keep the rest.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Motion by **Caravello** to recommend Common Council approval of the preliminary plat as presented, 2nd by **Farrow**. Motion carried unanimously.

9. Certified Survey Map (CSM) for property at Chalet Subdivision.

Scheel explained the CSM request.

Caravello questioned the impact of the 75-foot wetland setback. Scheel stated the applicant cannot build within the 75-foot setback area.

Scheel stated the applicant plans to vacate Chalet Court and reduce the amount of wetland in the future to allow the construction of 2 more duplex structures along Chalet Drive.

The group discussed recent law changes for wetland exemptions.

Mayor Swadley explained the potential for the City to take ownership of the back portion of the property.

Majewski questioned what has changed since the last time this proposal came to the Commission. Scheel stated there are current plans to preserve the wetland area to the rear of the property. Mayor Swadley stated this is a better situation for the neighborhood.

Caravello questioned the park label on the plan and transmission lines that run through the property. Scheel stated the plat dedicated an area for parkland and there is an easement for the transmission line.

Motion by **Caravello** to recommend Common Council approval of the certified survey map as presented, 2nd by **Schumacher**. Motion carried unanimously.

10. Rezoning of Certified Survey Map (CSM), Lot 1 at the Chalet Subdivision.

Scheel suggested adding a bullet to the ordinance that the rezoning is not effective until the CSM is recorded.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Motion by **Caravello** to recommend Common Council approval of the rezoning with the additional language recommended by Scheel, 2nd by **Schumacher**. Motion carried unanimously.

11. Specific Implementation Plan for a 2-unit building at 2601 Jackson Street.

Scheel gave an overview of the request and noted that the patio area would need to be included as part of the approval within the resolution.

Adam Watkins explained the site plan and building façade.

Adam Watkin stated that 75% of the building would be used by Anytime Fitness and explained how the drive-thru is planned to work for a future tenant.

Motion by **Schumacher** to approve the specific implementation plan with the outdoor patio area, 2nd by **Bradford**. Motion carried unanimously.

12. Annexation request for property located in the NW corner of the City, west of US Highway 51 between Rutland-Dunn Town Line Road and CTH B.

Scheel gave an overview of the request and noted this request will be on the Council agenda tomorrow night for a first reading.

Caravello questioned if there was any feedback from the Town of Dunn. Scheel stated they questioned if an island is being created but the Department of Administration deemed it will not create an island.

Majewski questioned how snow plowing gets accomplished. Scheel stated the City and Town road crews collaborate to take care of plowing. This area is served by Stoughton Fire Department and Stoughton Area EMS.

Motion by Schumacher to recommend the Common Council approve the annexation as presented, 2nd by Caravello. Motion carried unanimously.

13. Site plan for a building addition at the VFW, 200 Veterans Road.

Scheel gave an overview of the request.

Schumacher suggested placing insulating material between the freezer and the concrete slab to prevent mold.

Motion by Bradford to approve the site plan as presented, 2nd by Caravello. Motion carried unanimously.

14. Planned Development - Concept Plan for 211 S. Water Street.

Scheel explained the request.

Dustin Oler gave a powerpoint presentation covering the positive aspects of the proposal.

Bradford stated there are times when there is no parking available in the north municipal parking lot and the City needs to look to expand parking areas downtown.

Majewski stated parking is still an issue.

Farrow stated he believes parking is not required downtown. Scheel stated that is correct for properties zoned CB-Central Business.

Scheel explained how the applicants can meet the ordinance requirements by having a commercial use in the first 24 feet of building depth but instead are being up front and want to use the planned development zoning.

Gary Becker explained the potential for this project to be catalyst for creation of a tax incremental district downtown in 2024.

Mayor Swadley explained how the revolving loan fund does not work with tax incremental financing or historic preservation grants.

Bradford does not agree with allowing use of designated public parking stalls for this project.

Farrow noted the staff letter states there appears to be ample parking downtown for this project. Scheel stated he believes there is overall parking availability when considering the south parking lot as well.

Farrow likes the proposal as it is well needed downtown.

15. Discuss TID #6 Amendment.

Gary Becker what the amendment would potentially cover such as:

- Emmi Roth tax incremental financing request for manufacturing plant expansion;
- Williams Drive improvements;
- Workforce housing initiative;
- RR track spur improvements in Industrial Park North.

Gary Becker stated the next Plan Commission meeting we'll discuss the financial analysis done by Ehlers and the meeting after that the Plan Commission could hold a public hearing for creation of the tax incremental district.

Mayor Swadley summarized how tax incremental financing works.

16. Discuss STI Mixed Use Development.

Gary Becker provided an update for the creation of a mixed use tax incremental district with the first TIF request likely being for the Stoughton Trailers Headquarters.

17. Future agenda items.

Tax incremental districts

STI preliminary plat, CSM and rezoning.

Final plat for Lots 1, 3 and 4 at 51 West Subdivision.

Preliminary condominium plat for Lot 6 at 51 West Subdivision.

Final condominium plat for 839-981 N. Page Street.

18. Adjournment.

Motion by Schumacher to adjourn at 7:40 pm, 2nd by Caravello. Motion carried unanimously.

Respectfully Submitted, *Michael Stacey*