

Planning Commission Meeting Minutes

Monday, December 11, 2017 at 6:00 pm

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

Members Present: Scott Truehl, Vice-Chair; Todd Barman; Matt Bartlett; Michael Engelberger; and Todd Krcma

Members Absent: Matt Hanna and Mayor Donna Olson

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

Press: None

Guests: Kevin Yeska; Dennis Steinkraus; Greg Jenson; and Peter Sveum

1. **Call to order.** Truehl called the meeting to order at 6:00 pm.
2. **Consider approval of the Planning Commission meeting minutes of November 13, 2017.**
Motion by **Engelberger** to approve the minutes as presented, 2nd by **Bartlett**. Motion carried 5 - 0.
3. **Council Representative Report.** Truehl reported the extra-territorial land division on Quam Drive in the Town of Dunn was approved and the rezoning request for 314 W. Main Street was a first reading.
4. **Status of Current Developments.**
Scheel gave an overview of current developments as outlined in the packet of materials. Scheel noted that staff will be meeting next week to discuss an urban service area amendment for the Norse View Heights development at the north end of Page Street.

Scheel gave an update on North American Fur who has taken occupancy and the street is planned to be finished by 2020 unless there is further development to the east.

Krcma stated the lighting at First Choice Dental appears to be very bright. Scheel stated staff has not yet checked the photometric at that location.
5. **Request by Chris McGuire for site plan approval to expand a screening wall including building accessibility improvements at Kwik Trip, 2400 Roby Road.**
Scheel explained the request.

Engelberger asked if there are any exceptions requested. Scheel stated there are none.

Engelberger questioned if there will be new signage. Scheel stated there will be and signage is permitted administratively.

Barman questioned the parking stall requirements and location of the 2 stalls along the west lot line and directly in line with the drive to the car wash. Scheel stated the stalls are required and though not ideal there is still 24 feet of width for access to the car wash.

Motion by **Bartlett** to approve the site plan resolution as presented, 2nd by **Krcma**. Motion carried 5 - 0.

6. Request by Kevin Yeska for approval of a conditional use permit (CUP) and site plan for TRU by Hilton Hotel and Convention Center, 2500 Jackson Street.

Scheel explained the request.

Truehl opened the public hearing.

Kevin Yeska explained the proposed site plan and requested exceptions.

Greg Jenson expressed concerned that the convention center is not being constructed at the same time and questioned the timeline for construction.

Dennis Steinkraus stated he expects the hotel to start construction in the spring of 2018 and there is no exact timeline for construction of the convention center at this time. The hotel and convention center will have one ownership but separate operators.

Barman questioned the exception requested for trees. Kevin Yeska stated the street trees will be north of the bike path.

Truehl closed the public hearing.

Scheel stated the exception related to the developer agreement for payment of utility installations could be stricken since all utilities have been installed.

A discussion took place regarding off-site terrace trees and onsite street tree requirements. Engelberger would like to see terrace trees to be consistent with the rest of the development. Scheel stated he would check with the public works department regarding the terrace trees and provide that information prior to the Council meeting.

Motion by **Engelberger** to recommend the Common Council approve the conditional use permit resolution while striking the exception related to the development agreement, 2nd by **Krcma**. Motion carried 5 - 0.

Motion by **Krcma** to approve the site plan resolution contingent on staff working with the public works department regarding installation of terrace trees, 2nd by **Bartlett**. Motion carried 5 - 0.

7. Discuss letter from Attorney Matt Dregne regarding recent Wisconsin law changes which affect conditional use applications and substandard lot regulations.

Scheel gave an overview of Attorney Dregne's letter.

Bartlett questioned if there are any known non-conforming lots. Scheel stated there are none that he can think of that would be an issue.

Engelberger stated this is another example of the State taking away local control which may spark litigation.

8. Future agenda items.

Norse View Heights urban service area amendment and code changes related to Landmark's Commission review of downtown design overlay zoning district regulations.

9. Adjournment

Motion by Engelberger to adjourn at 6:35 pm, 2nd by Krcma. Motion carried 5 – 0.

Respectfully Submitted,

Michael Stacey