

MEETING NOTICE

The **City of Stoughton** will hold a meeting of the **Business Park North Committee** on **Thursday, September 8, 2011 at 5:30 pm**, in the **Council Chambers**, Second Floor, **Public Safety Building**, 321 S. Fourth Street, Stoughton WI.

AGENDA:

1. Call to Order
2. Consider approval of the Business Park North Committee and Planning Commission meeting minutes of August 8, 2011.
3. Discuss the role and membership of the Business Park North Committee.
4. Future Agenda Items.
5. Adjournment.

Keith Comstock – Chair, Business Park North Committee

8/25/11mps

Notice sent to:

Business Park North Committee

Keith Comstock, Chair
Randy McLaury, Chamber Rep., Vice-Chair
Dave Phillips, Chamber Executive Director
Mike Sasse, Chamber Rep.
Planning Director Rodney Scheel
Finance Director Laurie Sullivan
Ross Scovotti, Council member
Carl Chenoweth, Council member

*Please contact Michael Stacey at 646-0421 if you cannot make it to the meeting.

cc: Zoning Administrator Michael Stacey
Utilities Director Bob Kardasz (email)
Stoughton Newspapers (fax)
City Attorney Matt Dregne (e-mail)
Department Heads & Council Members (e-mail)
Pili Hougan (e-mail)
Area Towns (e-mail)
Derek Westby (email)

"IF YOU ARE DISABLED AND IN NEED OF ASSISTANCE, PLEASE CALL 608-873-6677 PRIOR TO THIS MEETING."
AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.

MINUTES OF THE JOINT MEETING OF THE BUSINESS PARK NORTH COMMITTEE AND PLANNING COMMISSION

Monday August 8, 2011 – 5:30 P.M.

Council Chamber, Public Safety Building, 321 S. Fourth Street, Stoughton, WI.

Present:

Business Park North Committee: Randy McLaury, Chair; Keith Comstock, Vice-Chair; Carl Chenoweth; Mike Sasse and Ross Scovotti.

Planning Commission: Mayor Donna Olson, Chair; Ron Christianson; Todd Krcma; Eric Hohol, Vice-Chair; Troy Wieser; Dave McKichan and Rollie Odland.

Absent and Excused: Rodney Scheel; Dave Phillips; and Laurie Sullivan

Guests: Ryan Harkins; Dan Harkins

Press: Mark Ignatowski

Staff: Zoning Administrator Michael Stacey.

1. **Call to Order:** Randy McLaury called the meeting to order at 5:30 p.m.

2. **Elect Chair and Vice-Chair.**

Chenoweth nominated Comstock as Chair. There were no other nominations. Motion by Scovotti to close the nominations and cast a unanimous vote for Comstock. Motion carried unanimously.

Comstock nominated McLaury as Vice-Chair. There were no other nominations. Motion by Scovotti to close the nominations and cast a unanimous vote for McLaury. Motion carried unanimously.

Comstock took over the meeting as Chair.

3. **Discuss meeting times and dates.**

Comstock questioned the purpose of this agenda item. Stacey stated the item is to discuss whether or not the meeting time and date is appropriate for the Committee. Motion by Sasse to recommend the meeting time and date to continue as is, 2nd by Chenoweth. Motion carried unanimously.

4. **Consider approval of the Business Park North Committee meeting minutes of February 14, 2011, June 13, 2011 and July 11, 2011.** Motion by Scovotti to approve the minutes of February 14, 2011, June 13, 2011 and July 11, 2011 as presented, 2nd by McLaury. Motion carried unanimously.

5. **Request by Ryan Harkins of Trantow Properties, LLC for Certified Survey Map (CSM) approval at 100 Business Park Circle.**

Agenda item # 6 below was reviewed at the same time. Stacey explained the request noting the only thing not resolved is the screening for the solar array. Ryan and Dan Harkins were available for questions. Scovotti questioned the recommendation from staff. Stacey stated staff recommends Council approval of the CSM. Ryan Harkins explained they plan to screen the solar array once it is constructed. Comstock suggested staff is not consistent with the requirement to combine lots such as when Dairyland Electric was required to combine their lots. Comstock questioned why these lots were not required to be combined. Stacey stated it is likely because they do not use the adjacent lot. Stacey stated he is not sure about the

specifics for the (Harkins) property but the Dairyland Electric owner has intentions of expanding the building into the adjacent lot. Sasse stated having the solar array in that location will decrease his property value and he will have that to look at. Dan Harkins explained their intent for the solar array.

Motion by Hohol to recommend Council approve the Certified Survey Map for Trantow Properties, LLC at 100 Business Park Circle, 2nd by Odland. Motion carried 8 – 2 on roll call (Sasse & Comstock voted no).

6. Request by Ryan Harkins of Trantow Properties, LLC to install a solar array for private use at 100 Business Park Circle.

Motion by Chenoweth to approve the solar array at 100 Business Park Circle, contingent on the Certified Survey Map approval by Council and the staff review letter dated July 15, 2011, 2nd by Scovotti. Motion carried 8 – 2 on roll call (Sasse & Comstock voted no).

7. Discuss Business Park North Committee role and membership on the Committee.

Comstock stated he believes it is in the best interest of the Business Park to have committee representation. Scovotti stated the committee needs to be more highly representative of the owners. Sasse agreed. There was consensus by the Business Park North Committee members that more property owners need to be part of the Committee.

Christianson and Wieser arrived at 5:50 pm.

Motion by Scovotti to have Chair Keith Comstock contact Zoning Administrator/Assistant Planner Michael Stacey to schedule a Committee meeting to discuss the make-up of the Business Park North Committee, 2nd by Chenoweth. Motion carried unanimously.

8. Future Agenda Items.

None discussed.

9. Adjournment: Motion by Chenoweth to adjourn at 5:55 pm, 2nd by Sasse. Motion carried unanimously.

Respectfully submitted,
Michael Stacey