CITY OF STOUGHTON, 381 E. MAIN STREET, STOUGHTON, WISCONSIN

RESOLUTION OF THE COMMON COUNCIL

Approving a Conditional Use Permit to allow more than 120 percent of the minimum required parking stalls for a City of Stoughton Public Works Facility at 2439 County Highway A, Dane County, Wisconsin

Committee Action:	Planning Commission approved 6 – 0 with the Mayor voting on Feb. 12, 2018
Fiscal Impact:	None

File Number:	R-37-2018	**Date Introduced:**	February 27, 2018

The City of Stoughton, Wisconsin, Common Council does proclaim as follows:

WHEREAS, on February 12, 2018 the City of Stoughton Planning Commission held a public hearing and reviewed the proposed conditional use permit request by the City of Stoughton Public Works Department, for property located at 2439 County Highway A, Stoughton, Wisconsin; and

WHEREAS, the conditional use permit is requested to allow more than 120 percent of the minimum required parking stalls; and

WHEREAS, the Zoning Administrator has determined:

- The proposed conditional use (the use in general and at the proposed specific location) is in harmony with the purposes, goals, objectives, policies and standards of the City of Stoughton comprehensive Plan, zoning ordinance or any other plan;
- The conditional use in its proposed location and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this chapter, the comprehensive plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the city of other government agency having jurisdiction to guide development;
- The proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property;
- The proposed conditional use is located in an area that will be adequately served by and will not impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property;
- The potential public benefits of the proposed conditional use outweigh any and all potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts; and

WHEREAS, the Planning Commission and Common Council determined the proposed conditional use permit will not create undesirable impacts on nearby properties, the environment, nor the community as a whole; now therefore

BE IT RESOLVED, by the City of Stoughton Common Council that the Conditional Use Permit request to allow more than 120 percent of the minimum required parking stalls for the City of Stoughton Public Works Department at 2439 County Highway A, Stoughton, Wisconsin is hereby approved as presented.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

_____

Mayor Donna Olson Date

Council Action: _____ ☐ **Override** **Vote** _____

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CITY OF STOUGHTON
DEPARTMENT OF
PLANNING & DEVELOPMENT
381 East Main Street, Stoughton, WI. 53589

(608) 873-6619 www.ci.stoughton.wi.us

RODNEY J. SCHEEL
DIRECTOR

Date: January 29, 2018

To: Planning Commissioners and Common Council

From: Rodney J. Scheel
Director of Planning & Development

Michael P. Stacey
Zoning Administrator/Assistant Planner

Subject: Agenda Item for the February 12, 2018 Planning Commission Meeting and Common Council meeting of February 27, 2018

Request by the City of Stoughton for a conditional use permit to allow more than 120% of the required parking stalls for a public works facility at 2439 County Highway A.
According to zoning code section 78-704(7)(c), "No site plan may be approved for a multi-family or non-residential use, which contains more than 120% of the development's minimum number of required parking spaces, except as granted through a conditional use permit." Specifically, the public works facility is proposed to have 33 parking stalls while 25 are the minimum required. A public hearing and recommendation to Council are necessary.

City of Stoughton Application for Conditional Use Review and Approval (Requirements per Section 78-905)

Applicant Name: City of Stoughton Public Works Department

Applicant Address: 381 E. Main Street

Applicant Phone and Email: 873-6619 rjscheel@ci.stoughton.wi.us

Property Owner Name (if different than applicant): _____

Property Owner Phone: _____

Subject Property Address: 2439 County Highway A

This form is designed to be used by the Applicant as a guide to submitting a complete application for a conditional use review *and* by the City to process said application. Parts II and III are to be used by the Applicant to submit a complete application. (See conditional use review and approval procedures attached)

I. Record of Administrative Procedures for City Use

Application form filed with Zoning Administrator — Date: 1/9/18

Application fee of $440 received by Zoning Administrator — Date: 1/9/18

II Application Submittal Packet Requirements

Prior to submitting the final complete application as certified by the Zoning Administrator, the Applicant shall submit an initial draft application for staff review at least 30 days prior to a Planning Commission meeting, followed by one revised draft final application packet based upon staff review and comments. The final application materials are required to be submitted at least 2 weeks prior to the Planning Commission meeting.

Initial Packet
(1 electronic 11 x 17 copy of plans to Zoning Administrator) — Date: 1/9/18

Final Packet
(1 electronic 11 x 17 copy of plans
and one large scalable copy of plans to Zoning Administrator) — Date: 1/9/18

(a) A map of the proposed conditional use:

- ❑ Showing all lands under conditional use consideration.
- ❑ All lot dimensions of the subject property provided.
- ❑ Graphic scale and north arrow provided.

(c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations. Provided

(d) A site plan (conforming to the requirements of Section 78-908(3)) of the subject property as proposed for development OR if the proposed conditional use is a large development (per Sections 78-205(11)). A proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 78-908. Provided

(e) Written justification for the proposed conditional use indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Stoughton Comprehensive Plan, particularly as evidenced by compliance with the standards set out in Section 78-905(5)(c)1.-6, as follows:

III Justification of the Proposed Conditional Use Request.

1. How is the proposed conditional use and location in harmony with the purposes, goals, objectives, policies and standards of the City of Stoughton Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted?

   The future land use map indicates this property will be used for institutional purposes which meets the proposed zoning and public works facility use. The moving of the public works facility out of the current area near the Yahara River is crucial for the redevelopment of that area. This new location is in an area that has been historically used for industrial and agricultural which is more consistent with the types of uses consistent with a public works facility.

2. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 78-905(4)(d)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map or ordinance adopted?

   The conditional use in its proposed location should not result in substantial or undue adverse impacts on nearby properties since the area has historically been used for industrial and agricultural uses. The adjacent road is a County Highway not a local street so neighboring property owners are used to trucks along that route. There will be an increase in truck traffic in that area which is somewhat expected on or near a County Highway. A stormwater management facility will be installed to protect the adjacent wetlands.

3. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the surroundings of the subject property?

   The conditional use in its proposed location should not result in substantial or undue adverse impacts on nearby properties since the area has historically been used for industrial and agricultural uses.

4. Is the proposed conditional use located in an area that will be adequately served by and will not impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

   The use will be served by nearby available utility services.

5. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 78-905(5)(c)1-5.), after taking into consideration any proposed options to minimize such impacts?

   We believe the public benefit will far outweigh the potential adverse impacts of the use.

IV. Application Information for City Use

Notified Neighboring Property Owners (within 300 feet)	Date: 1/17/18
Notified Neighboring Township Clerks (within 1,000 feet)	Date: 2/7/18
Class 2 legal notice sent to official newspaper by City Clerk	Date: 1/17/18
Class 2 legal notice published on January 25, 2018 and February 1, 2018	
Conditional Use recorded with the County Register of Deeds Office after approval	❑

Public Works Facility – City of Stoughton – Project Narrative

2439 County Highway A, Stoughton, WI
Date: 10/30/2017

Owner:
City of Stoughton
Rodney Scheel
381 East Main Street
Stoughton, WI 53589
p. (608) 873-6619

Contractor:
To be determined.

Architectural & Landscape Design:
Angus Young & Associates
Brad Werginz, Architect
Katie Udell, PLA
555 South River Street
Janesville, WI 53548
p. (608) 756-2326

Site Design:
Vierbicher
Tim Schleeper, PE
999 Fourier Drive, Suite #201
Madison, WI 53717
p. (608) 821-3959

The City of Stoughton is proposing the construction of a new public works facility, to be located at 2439 County Highway A, on the East side of Stoughton. The 13.5 acre site contains two parcels (to be combined) which were formerly used for farming and single family residential as part of the Township of Dunkirk. The combined parcels are to be annexed and re-zoned Institutional (I), for the proposed public services land use. The City's comprehensive plan, adopted July 11th, 2017, designates this site for Institutional use. Site development will include a new 58,295 S.F. public works facility, 14,000 S.F. attached cold storage facility, 2,570 S.F. salt shed with covered lean-to storage, employee/guest parking, and site circulation drive lanes.

The site will be fenced for security with 6' chain link. Access to the non-public side of the fence will be controlled by automatic gate operators on the North and Southeast entrance drives.

Within the fenced area, the proposed dumpster location will be screened with utilizing landscape materials. Street operations require access to the dumpster area with large pieces of equipment, so we are proposing to not enclose the dumpster area with walls or fencing. The dumpster area is setback 350' from County Highway A to the East. The property to the South, 55 acres, is also owned by the City of Stoughton for public works operations.

The proposed development will create:
74,865 S.F. of Building Footprint Area
127,289 S.F. Paved Area
Total impervious = 202,154 S.F.
Site Area = 586,953 S.F.

The proposed impervious surface area is 34%, with the remaining 69% of the site as greenspace. The site is required to have a minimum 25% landscape surface ratio, which this exceeds.

Employee and Customer Projections:

Employee parking peaks during the summer months, when seasonal staff is employed. There are 13 full time staff members, 4 of which are office staff. 8 seasonal staff are added during the summer for a total of 21 employees.
Customers frequent the site throughout the day, but rarely exceed 2 at a time.

Parking Analysis:

The parking code as noted in ordinance 78-206(3)(e) defines parking for a public service and utilities as 1 space per 500 gross floor area for office space, and one space per employee on largest working shift plus one space per company vehicle normally stored or parked on the premises.

There are 106 pieces of company equipment and vehicles parked on site, all of which will be stored indoors. There are 17 employees on the largest working shift (outside of the office space). The office space is approximately 4,000 sf, which divided by 500 sf is 8 stalls required. A total of 25 stalls are required, and there are 33 parking stalls outdoors proposed.

Four parking stalls, not included in the calculations above, will be provided near the vehicle maintenance garage for staging of fleet vehicles on site for maintenance.

Utility Projections:

The site will be served by an 8" water service, a 4" forced main sanitary lateral and storm water management on site. Stoughton Utilities will extend three phase power to the site with backup generator power provided as part of the building project. This will be located at the Northeast corner of the building and will be screened by landscaping. Natural gas is available at the street and will be extended into the building.
A solar PV system is being designed to serve the electrical needs for the facility as part of the project and will be bid as a bid alternate.

Operational Considerations:

Public Works operations occur during regular business hours, 7:30 am to 3:30 pm. Off hour and weekend operations occur when needed, as in a major snow event.
Although the building is large in footprint, the expected water usage and sanitary sewer loadings will be minimal. Peak water usage will most likely occur during the summer months, when street sweeper and landscape watering operations occur. A dedicated hydrant with clean water metering will be utilized on the South side of the building for sweeper filling and fire department hose testing operations.
The proposed development shall comply with all requirements of Article VII of the City of Stoughton ordinances.

Building & Signage Design:

The building construction will consist of precast tilt up concrete wall panels. These panels are constructed of concrete, with a rigid insulation layer within to provide energy efficiency. The exterior face of the panels will receive varying finishes, to add aesthetic appeal to the panels. Sandblast, exposed aggregate, and raked finishes are proposed per the attached elevations drawings. 1" setback reveals will be used, in addition to horizontal striation lines to provide additional interest. The color of aggregate used in the concrete mix can affect the overall color of the panels (grey to tan). We are proposing aggregates in the tan color range, to give the building a light brown overall tone. Dark bronze aluminum framed windows will be utilized for natural daylighting of the interior.

A monumental style building identification sign is being proposed near the North entrance. The sign will have cast metal lettering and illustrate the building owner "STOUGHTON" and the function "PUBLIC

WORKS FACILITY" with address below. The material will be precast concrete with exposed aggregate finish, to match the building façade. A detail of the proposed sign is attached.

Storm water and Site Grading:

Soil borings are being performed to determine the existing soils on site in the proposed building, pavement, and storm water management locations. Preliminary storm water design includes (1) bio-retention device adjacent to the employee parking area, and (2) wet detention ponds and an infiltration basin located on the South side of the building.

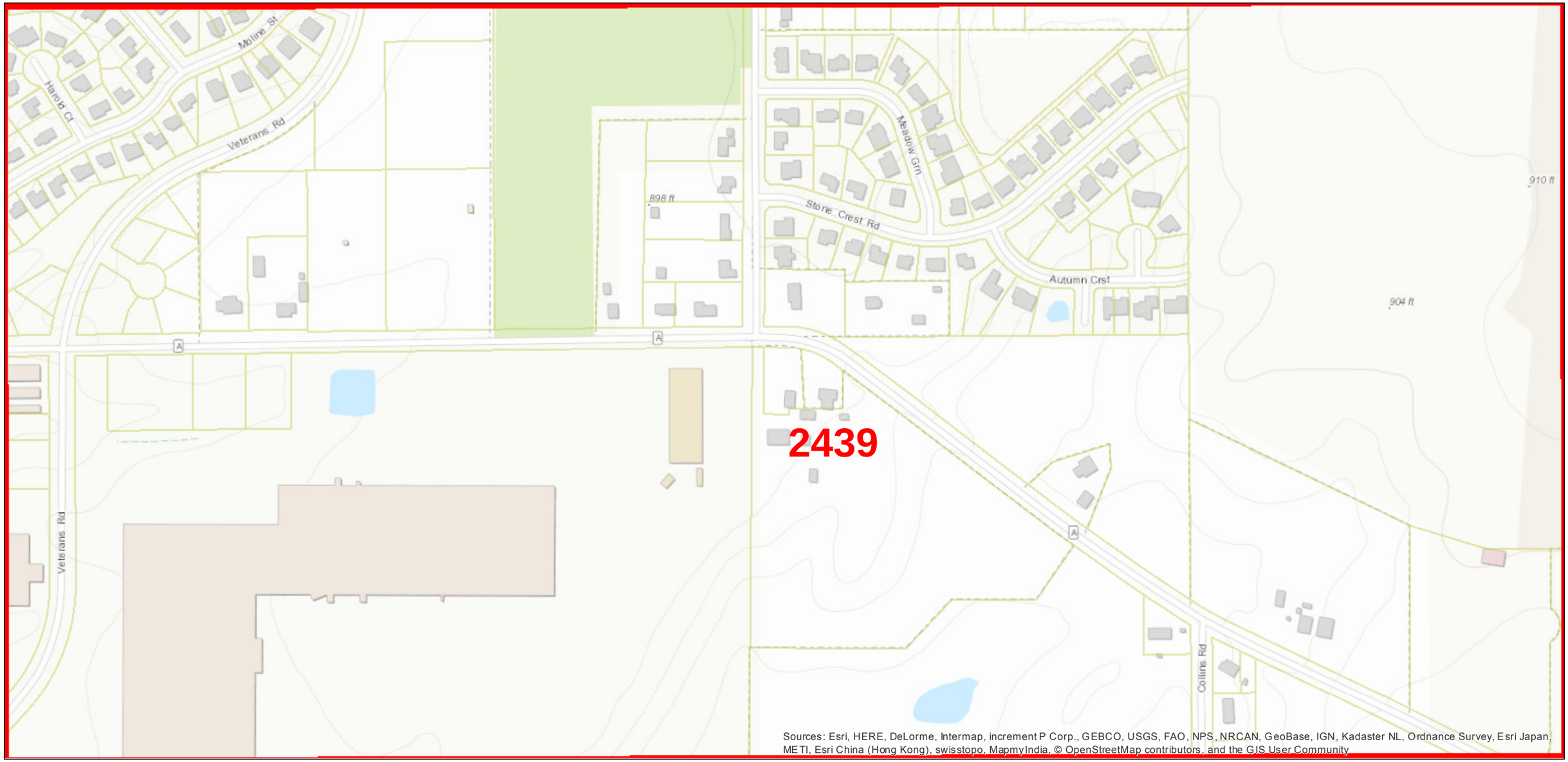
We recommend that the storm water portion of the submittal be considered approved subject to final review and approval by the City of Stoughton and Dane County.

Thank you for your consideration.

Sincerely,

Rodney Scheel
City of Stoughton

Public Works Facility

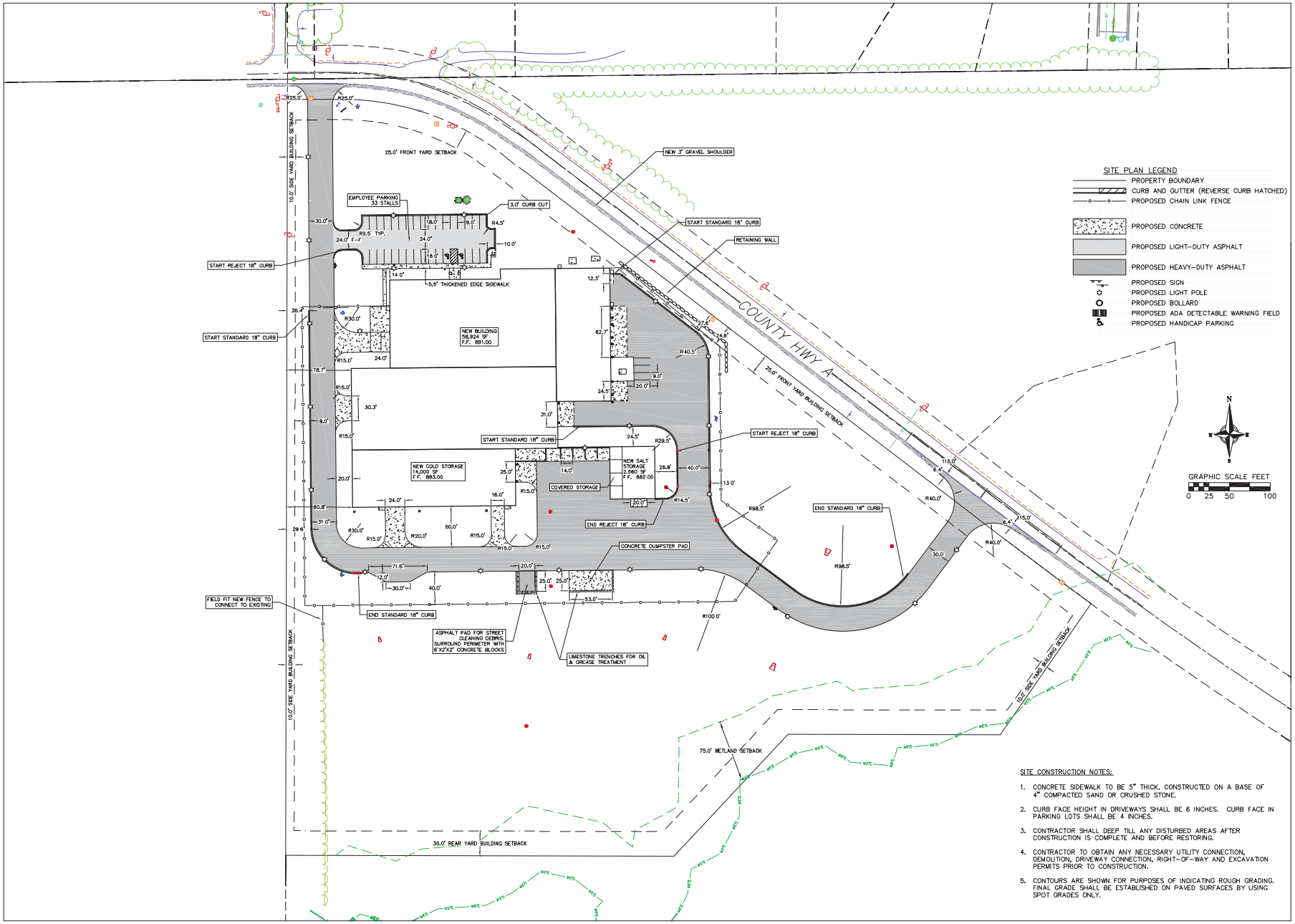


November 6, 2017

Tax Parcels

1 inch = 300 feet

0 190 380 760 Feet



SITE CONSTRUCTION NOTES:

1. CONCRETE SIDEWALK TO BE 5" THICK, CONSTRUCTED ON A BASE OF 4" COMPACTED SAND OR CRUSHED STONE.
2. CURB FACE HEIGHT IN DRIVEWAYS SHALL BE 6 INCHES. CURB FACE IN PARKING LOTS SHALL BE 4 INCHES.
3. CONTRACTOR SHALL DEEP TILL ANY DISTURBED AREAS AFTER CONSTRUCTION IS COMPLETE AND BEFORE RESTORING.
4. CONTRACTOR TO OBTAIN ANY NECESSARY UTILITY CONNECTION, DEMOLITION, DRIVEWAY CONNECTION, RIGHT-OF-WAY AND EXCAVATION PERMITS PRIOR TO CONSTRUCTION.
5. CONTOURS ARE SHOWN FOR PURPOSES OF INDICATING ROUGH GRADING. FINAL GRADE SHALL BE ESTABLISHED ON PAVED SURFACES BY USING SPOT GRADES ONLY.

PRELIMINARY - NOT FOR CONSTRUCTION

ISSUANCES
D DRAWING REVIEW - 10/26/2017

REVISIONS

Due to electronic distribution this drawing may not be printed to the scale indicated on the drawing. Do NOT use scale to determine dimensions or data.

Angus Young Architecture Engineering Interior Design
Madison, Wisconsin

vierbicher
planners | engineers | problem solvers
Phone: 800.261.3693

NEW PUBLIC WORKS OPERATIONS CENTER
CITY OF STOUGHTON
STOUGHTON, WISCONSIN

PROJECT NUMBER 170137
APPROVED BY
REVISED BY TSZM
DRAWN BY DREK
DATE 10/26/2017

SITE PLAN

C201

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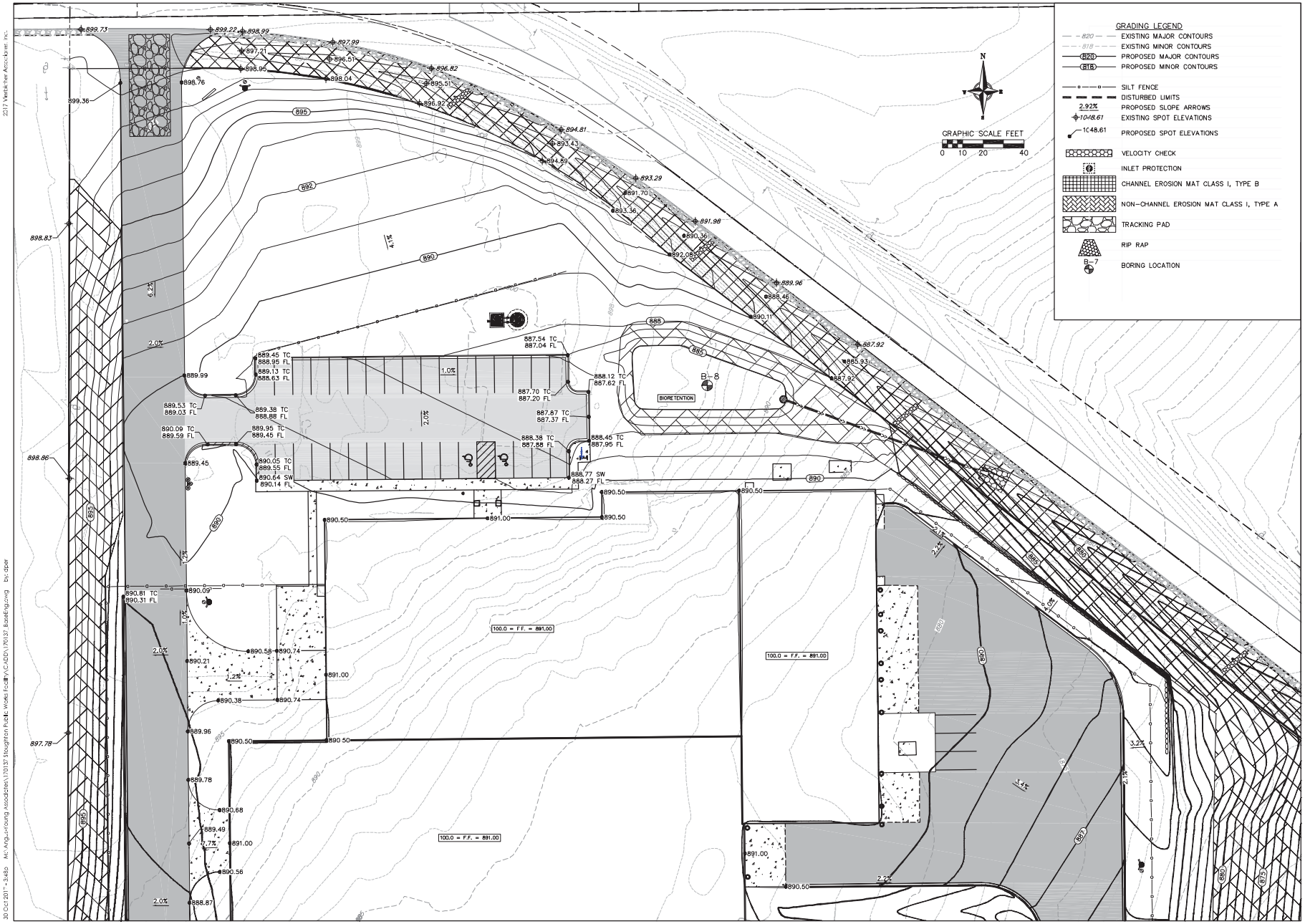
2017 Vierbicher Associates, Inc.



PRELIMINARY - NOT FOR CONSTRUCTION

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ISSUANCES
DD DRAWING REVIEW - 10/26/2017

REVISIONS

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NEW PUBLIC WORKS
OPERATIONS CENTER
CITY OF STOUGHTON
STOUGHTON, WISCONSIN

PROJECT NUMBER 170137
APPROVED BY TSJH
REVIEWED BY TSJH
DRAWN BY DPEK
DATE 10/26/2017

GRADING PLAN

C302

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RENDERING - NORTH ENTRANCE

RENDERING - SOUTHSIDE

CITY OF STOUGHTON
DEPARTMENT OF
PLANNING & DEVELOPMENT
381 East Main Street, Stoughton, WI. 53589

(608) 873-6619 www.ci.stoughton.wi.us

RODNEY J. SCHEEL
DIRECTOR

November 1, 2017

Angus Young
Bradley Werginz
555 S. River Street
Janesville, WI. 53548

Dear Mr. Werginz:

I have completed a review of the proposed building site plan for the City of Stoughton Public Works Facility, 2439 County Highway A, Stoughton, WI. 53589 – plans dated 10-30-17. As noted, additional information may be required to be provided or shown on the plan.

1. The property at 2439 County Highway A is currently in the City of Stoughton and zoned Rural Holding. It is anticipated the City will acquire the property at 2431 County Highway A and annex that property to the City, combine all properties by certified survey map and rezone the combined properties to Institutional to accommodate the new facility. The City Comprehensive Plan Future Land Use Map depicts these properties as Institutional.

2. Public Service land uses are defined as follows: "Public service and utilities land uses include all city, county, state and federal facilities (except those otherwise treated in this section), emergency service facilities such as fire departments and rescue operations, wastewater treatment plants, public and/or private utility substations, water towers, utility and public service related distribution facilities, and similar land uses." **Public services are an allowable principle land use.**

3. Applicable Public Service Regulations:
    - Outdoor storage areas shall be located a minimum of 50 feet from any residentially zoned property. **N/A**
    - All outdoor storage areas adjoining a residentially zoned property shall install and continually maintain a bufferyard with a minimum opacity of .60 (see section 78-610). Said bufferyard shall be located at the property line adjacent to said residentially zoned property. **N/A**
    - All structures shall be located a minimum of 20 feet from any residentially zoned property. **N/A**

- The exterior of all buildings shall be compatible with the exteriors of surrounding buildings. **This requirement appears to be compliant**

4. Parking requirements: One space per employee on the largest work shift, plus one space per company vehicle normally stored or parked on the premises, plus one space per 500 square feet of gross square feet of office area. **All company vehicles and equipment are stored indoors. 25 stalls are required and 33 are provided. The plan meets this requirement.**

5. Per zoning code section 78-704(7) (c), "Limit on the maximum number of required parking spaces. No site plan may be approved, for a non-residential use, which contains more than 120 percent of the development's minimum number of required parking spaces, except as granted through a conditional use permit. **30 stalls would be the maximum allowed without a conditional use permit.**

6. The parking aisle width for 90 degree parking shall be a minimum of 24 feet. **The plan meets this requirement.**

7. Handicap parking spaces shall be installed at a size, number, location, and with signage as specified by state and federal regulations. **Expected**

8. Except for handicap parking stalls, the minimum parking stall length shall be 18 feet with a minimum width of 9 feet. **The plan meets this requirement.**

9. Per section 78-704 (13) (a), bicycle parking is required equal to 10% of the automobile parking space requirement.

10. Off-street parking and traffic circulation design standards.

    (a) Surfacing and marking. All off-street parking and traffic circulation areas shall be paved with a hard, all-weather surface, to the satisfaction of the director of planning and development. Said surfaces intended for six or more parking stalls shall be marked in a manner which clearly indicates required parking spaces. **Expected.**

    (b) Curbing. All off-street parking areas designed to have head-in parking within six and one-half feet of any lot line shall provide a tire bumper or curb of adequate height and which is properly located to ensure that no part of any vehicle will project beyond the required setbacks of this chapter (see sections 78-402 and 78-403.) **The plan will not require curbing.**

    (c) Lighting. All off-street parking and traffic circulation areas serving 6 or more cars shall be lit so as to ensure the safe and efficient use of said areas during the hours of use. An illumination level of between 0.4 and 1.0 footcandles is recommended for said areas, and said illumination level shall not exceed the standards of section 78-707. **A photometric plan has been provided.**

11. All curb openings for access drives shall have a maximum width of 30 feet for non-residential uses, as measured at the right-of-way line. Access drives may be flared between the right-of-way line and the roadway up to a maximum of five additional feet and may be exceeded with explicit Plan Commission approval. **Planning Commission approval will be necessary for the proposed access width which is typical for larger trucks and equipment. Dane County will likely need to approve access points from the County Highway.**

12. The minimum paved surface setback from a side lot line is 5 feet while the minimum is 10 feet from a right-of-way line. **The plan meets this requirement.**

13. Off-street loading stall requirements per section 78-705. **Backing into and from the street is not allowed. There is ample room for loading and unloading.**

14. The building setback, lot requirements and height requirements of the Institutional district are as follows:
    - Building to front or street side lot line: 25 feet
    - Building to side lot line: 10 feet
    - Building to rear lot line: 30 feet
    - Maximum building height: 40 feet
    - Minimum lot size: 20,000 square feet in area
    - Minimum lot width: 100 feet
    - Minimum street frontage: 50 feet

    The plan meets this requirement.

15. The maximum floor area ratio is 1. **The plan meets this requirement.**

16. A landscaping plan which meets the requirements of Article VI of the zoning code will need to be provided. **Street frontage trees will need to be planted so as not to cause a vision problem. The required landscaping for a developed lot is intended to be located away from those areas required for landscaping such as street frontages.**

17. An opacity level of 0.6 is required for a bufferyard when an institutionally zoned property is adjacent to a heavy industrial zoned property. **One option is a 20-foot buffer width with a 6-foot solid fence and 221 points of landscaping. See zoning requirements in section 78-610 for further options. The fence will need to be placed from the front setback of 25 feet and extend the length of the development along the west property line. The fence must be at least 6 inches off the property line and not be placed within any easement. A zoning permit is required prior to fence installation.**

18. Exterior lighting standards.
    All off-street parking areas shall be lit to ensure safe and efficient use. An illumination level of between 0.4 and 1.0 footcandles are recommended and said illumination shall not exceed the standards of section 78-707. The maximum lighting as measured at the property line is 0.5 footcandles. The maximum average on-site lighting shall be 2.4 footcandles. **The**

maximum fixture height shall be 25 feet from grade. The minimum lighting standard for parking areas used after sunset shall be 0.2 foot-candles. **The lighting element shall not be visible from any residentially zoned properties. We'll need details to confirm these requirements.**

19. All exterior trash storage areas shall be located within a gated enclosure which completely screens the view a said trash. The exterior of said enclosure shall be constructed of some or all of the materials used on the main building. **We'll need details including an elevation drawing to confirm these requirements.**

20. The minimum landscape surface ratio is 25 %. **The plan meets this requirement.**

21. A stormwater management and erosion control plan, application and fees are required. Dane County Land Conservation, the City's consultant, will review the plan and perform inspections. **Expected**

22. Architectural and design elements shall be compatible with the surrounding area and community standards and shall minimize user-specific design elements as determined appropriate by the Planning Commission. **Architectural design is part of the site plan review process as determined by the Planning Commission.**

23. Except for exposed foundations not to exceed three feet in height from adjacent grade, non-single family development shall employ only high-quality, decorative exterior construction materials on the visible exterior of the following portions of all structures:
    - Any portion of the structure within 50 feet of an adjacent residentially zoned property;
    - Any portion of the structure located within 50 feet of a public right-of-way;
    - Any other portion of the structure visible from a public street… The following exterior construction materials shall not be considered "high quality, decorative": non-decorative concrete or cinder block, non-decorative concrete foundation walls or panels, non-decorative plywood, asphaltic siding, or other materials using exposed fastener systems or non-decorative surfaces as determined by the Planning Commission. However, such materials may be allowed by the Planning Commission as decorative elements.

    The exterior construction materials will need to meet these requirements.

24. Proposed utilities-including electrical transformers and HVAC locations shall be shown on the utility plan. **Contact Robert Kardasz, Stoughton Utilities for electric, water and wastewater services. A street opening permit from the Stoughton Public Works Department and potentially Dane County may be necessary for work in the street right-of-way. All utility work related to water, electric and sanitary sewer will need to be approved by Stoughton Utilities.**

25. Required off-street parking shall not be used for snow storage. **This is expected.**

26. Terrace trees must be installed according to Code Section 10-2 (d). An application will need to be filled out at the Department of Planning & Development. **Contact the Public Works Director for more information.**

27. All phases of development are over 75 feet from the delineated wetland area.

28. Any proposed signage will require a detailed plan prior to installation. **Signage cannot be placed within any vision triangle. The proposed monument sign at the west entrance may need to be moved.**

29. State approved plans and appropriate City of Stoughton building permits are required before construction but are not necessary to begin the City review process.

If you have any questions, please contact me at 608-646-0421.

Sincerely,
City of Stoughton

Michael P. Stacey

Michael P. Stacey
Zoning Administrator/Assistant Planner

minimum front setback for the Main Street frontage to 16 feet. The friendly amendment was accepted by the Bartlett as the second.

The SIP will be submitted and considered at a future meeting taking into consideration the comments raised by the Commissioners and during the public hearing.

Motion with amendment carried 6 - 0.

6. Request by Kevin Yeska for approval of a specific implementation plan amendment for Lot 7, Kettle Park West Commercial Center.
Scheel introduced the request.

Kevin Yeska gave an overview of the SIP amendment submittal materials.

Barman indicated the changes make sense to him and appreciates the connection to the shared bike/ped trail.

Motion by **Hanna** to approve the SIP resolution as presented, 2nd by **Truehl**.

Motion carried 6 - 0.

7. Request by Kevin Burow for approval of a specific implementation plan for McFarland State Bank, Lot 5, Kettle Park West Commercial Center.
Scheel introduced the request.

David Locke gave an overview of the operations of the new facility indicating the full service facility with have significant technology integrated into the project.

There were some questions about the circulation on the site. Kevin Burow explained the aisle widths, traffic pattern and parking configuration.

Motion by **Truehl** to approve the SIP resolution as presented, 2nd by **Hanna**.

Motion carried 6 - 0.

8. Request by City of Stoughton for site plan approval to construct a public works facility at 2439 County Highway A.
Scheel explained the request and explained the City will be closing on the remaining parcel this week. Annexation, rezoning and a Conditional Use Permit process will be forthcoming.

Brad Werginz explained the site plan. There was a discussion about the traffic flow, building elevations, landscaping, etc.

Motion by **Engelberger** to approve the site plan resolution with the conditions as presented, 2nd by **Truehl**.

Motion carried 6 - 0.

9. Request by Ashley Everson for an extra-territorial land division (CSM) approval to combine 2 parcels at 1937 Quam Drive, Town of Dunn.
Scheel explained the request.

Motion by **Truehl** to recommend the Common Council approve the resolution with the exception as presented, 2nd by **Engelberger**. Motion carried 6 - 0.

10. Future agenda items.
We expect the SIP for 314 West Main Street will be at the next meeting.

11. Adjournment
Motion by **Hanna** to adjourn at 7:15 pm, 2nd by **Truehl**. Motion carried 6 – 0.

Respectfully Submitted,

Rodney Scheel

10. Request by the City of Stoughton for certified survey map (CSM) approval to combine the parcels at 2439 County Highway A for the new public works facility and 1101 Collins Road for a composting operation.
Scheel explained the request.

Motion by **Engelberger** to recommend the Common Council approved the resolution as presented, 2nd by **Truehl**.

Bartlett questioned if the heavy industrial zoning is required for the composting operation. Scheel stated it is.

Motion carried 6 - 0.

11. Request by the City of Stoughton to rezone the parcels at 2439 County Highway A from RH – Rural Holding to I – Institutional to accommodate a public works facility and 1101 Collins Road from RH – Rural Holding to HI – Heavy Industrial to accommodate a composting operation.
Scheel explained the request.

Mayor Olson opened the public hearing.

No one registered to speak.

Mayor Olson closed the public hearing.

Motion by **Truehl** to recommend the Common Council approve the rezoning ordinance as presented, 2nd by **Engelberger**. Motion carried 6 - 0.

12. Request by the City of Stoughton for a conditional use permit to allow more than 120% of the required parking stalls for a public works facility at 2439 County Highway A.
Scheel explained the request.

Mayor Olson opened the public hearing.

No one registered to speak.

Mayor Olson closed the public hearing.

Motion by **Truehl** to recommend the Common Council approve the resolution as presented, 2nd by **Hanna**. Motion carried 6 - 0.

13. Discuss proposed ordinance amendments as recommended by the Landmarks Commission related to the request by the Common Council to develop an ordinance for consideration by the council that would amend existing City ordinances such that no building in a historic district listed on the National Register of Historic Places may be demolished without review and recommendation by Landmarks Commission and a decision by the Common Council based on appropriate and lawful standards. (Tabled from January 8, 2018)