Plan Commission Meeting Minutes
Monday, July 13th, 2020 at 6:00 pm
Virtual Meeting

Members Present: Mayor Tim Swadley, Chair; Todd Barman; Tom Majewski; Tom Robinson; and Brett Schumacher
Members Absent: Phil Caravello and Tom Selsor
Staff: Michael Stacey, Zoning Administrator and Rodney Scheel, Director of Planning and Development
Press: None
Guests: Ryan Harkins; Bill Schrader; Eric and Marci Kadlec; Randy Gehm.

1. **Call to order.** Mayor Swadley called the meeting to order at 6:00 pm.

2. **Consider approval of the Plan Commission meeting minutes of June 8, 2020.**
   Motion by **Schumacher** to approve the minutes as presented, 2nd by **Robinson.**
   Barman suggested changes to the Kwik Trip agenda item as follows: Page 2 "Barman would rather see colored concrete with the striping". Page 3, fourth line down. "Barman questioned if it is the responsibility of an applicant like Kwik Trip to solve all the external traffic issues outside of their property, rather it seems like something the community needs to look at."

   Motion carried unanimously.

3. **Council Representative Report.**
   Mayor Swadley stated the Common Council approved the conditional use for Viking Day Camp and for 700 Nygaard Street.

4. **Staff Report - Status of Current Developments.**
   Scheel gave an overview of the status of current developments as outlined in the packet of materials and noted Glacier Moraine Drive has been completed with the final asphalt coat. Additionally, there has been discussions with a realtor regarding a potential new business looking to purchase the former NAFA site on Williams Drive.

5. **Request by Joe Langmeier, Zink Power for approval of a Conditional Use Permit for an accessory structure of up to 7800 square feet in area at 2443 County Highway A.**
   Scheel explained the request.

   Mayor Swadley opened the public hearing.

   No one registered to speak.

   Mayor Swadley closed the public hearing.

   Motion by **Schumacher** to recommend the Common Council approve the conditional use permit request as presented, 2nd by **Majewski**. Motion carried unanimously.

6. **Request by Bill Schrader, Insite Inc. for approval of a Conditional Use Permit for a Group Development (two or more structures containing a principle land use on the same lot) at 225 Hoel Avenue.**
   Scheel explained the request.

Mayor Swadley opened the public hearing.

Randy Gehm spoke with concern about potential noise coming from the property since his home is right next door.

Mayor Swadley closed the public hearing.

Bill Schrader explained the proposed building and use. Mr. Schrader also stated the following:

- The property would only have a technician visit once or twice a month;
- There is a 6-foot fence around the building;
- There is adequate setback as required by code;
- There is adequate landscaping and bufferyard as required by code;
- A photometric plan has been provided to satisfy all requirements;
- Noise from air conditioners are typical as any other air conditioner;
- There is an interior diesel backup generator that will be tested monthly and used for backup generation in the event of a power outage.

Mayor Swadley questioned if there are other locations for these types of structures and have there been any complaints. Mr. Schrader stated Madison and Milwaukee have these structures being installed and he has not had any complaints on his projects.

Schumacher questioned if there were any Radio Frequencies to be concerned about. Mr. Schrader stated there is not.

Barman questioned the Group Development requirements related to unrelated uses on one site. Scheel stated Barman is correct on his read of the ordinance.

Motion by **Robinson** to recommend the Common Council approve the conditional use permit request as presented, 2nd by **Barman**.

Randy Gehm again questioned if there will be any noise or humming coming from the facility. Mr. Schrader stated he knew of no out of the ordinary noise that would be present at this facility.

Motion carried unanimously.

Motion by **Barman** to approve the site plan as presented, 2nd by **Schumacher**. Motion carried unanimously.

7. Request by Ryan Harkins, Synergy Renewable Systems, for approval of a ground mounted solar array at Covenant Lutheran Church, 1525 N. Van Buren Street.

Scheel explained the request and noted there has been a history of neighborhood complaints related to stormwater runoff to the east of this location.

Barman stated there is no screening requirements for this type of request. Scheel stated we are limited in what we can require relative to screening.

Ryan Harkins explained there is some existing screening adjacent to this location.

Mayor Swadley asked if they considered putting the array on the roof of the church. Ryan Harkins explained it is not really feasible.

Schumacher asked what the peak power will be. Ryan Harkins stated about 85 KW DC.

Motion by **Barman** to approve the site plan and encourage grading the site to mitigate the stormwater runoff issues to the east, 2nd by **Majewski**.

Ryan Harkins stated he has been made aware of the issue and the plan is to do minimal grading.

Scheel explained how the mitigation could occur by installing some sort of berm.

Motion carried unanimously.

8. Request by Eric and Marci Kadlec, Walgenmeyers Carpet and Tile, for approval of front facade repairs including a change of exterior color and signage updates at 200 W. Main Street.

Scheel explained the request.

Barman stated there are 2 options for signage and he prefers option 2. Barman also offered a 3rd option to place the signage on the front wall under the windows.

Eric Kadlec explained the request is to use option 1 and option 2 was offered in case option 1 was not approved. Eric Kadlec questioned if the sign would be visible for the offered option 3. Barman stated they would have to test option 3 to see if it could work.

All Commissioners like option 2. Eric Kadlec reiterated option 1 is preferred and option 2 is only if option 1 is not favorable.

Robinson stated option 1 is ok but option 2 looks better.

Majewski stated option 2 is better and is not in favor of option 1.

Motion by **Barman** to approve the building improvements with the option 2 signage, 2nd by **Majewski**. The group further discussed signage options including interior window signage which would not require a zoning permit.

Stacey to check if there is any future grant funding available through the Landmarks Commission.

Motion carried unanimously.

9. **Future agenda items.** Scheel stated there will some zoning updates related to nonconforming uses and structures. Kwik Trip will likely be back too.

10. **Adjournment.**
Motion by **Robinson** to adjourn at 7:00 pm, seconded by **Majewski**.

Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey