CITY OF STOUGHTON
DEPARTMENT OF
PLANNING & DEVELOPMENT
207 S. Forrest Street, Stoughton, WI. 53589

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

RODNEY J. SCHEEL
DIRECTOR

Date: October 2, 2020

To: Plan Commissioners

From: Rodney J. Scheel
Director of Planning & Development

Michael P. Stacey
Zoning Administrator/Assistant Planner

Subject: Agenda Item for the October 12, 2020 Plan Commission Meeting

Request by Mary Allen for renovation approval for fencing at 109-113 E. Main Street.
Staff was made aware by diggers hotline that a fence project was proposed for this property. Staff reached out to the applicant but did not hear back. Staff found the fence had been updated as shown. There is no record of a fence permit for this property though it us apparent it has been there for quite some time. Plan Commission approval is necessary for this proposed fence renovation. The resolution, application information, and staff review are provided.

CITY OF STOUGHTON, 207 S. FORREST STREET, STOUGHTON, WISCONSIN

RESOLUTION OF THE PLAN COMMISSION

Approving a Fence Renovation at 109-113 E. Main Street, Stoughton, WI.

Committee Action: Plan Commission approves the request – 0

Fiscal Impact:

File Number:	R - 23 - 2020	**Date Introduced:**	October 12, 2020

RECITALS

A. Mary Allen (the "Applicant") is seeking approval for a fence renovation at 109-113 E. Main Street in the City of Stoughton, Dane County, Wisconsin (the "Property").

B. The Property is zoned Central Business and is within the Downtown Design Overlay Zoning District (DDOZD).

C. The City Plan Commission reviewed and discussed the proposed fence renovation at their regular October 12, 2020 meeting and found that the project meets the intent of the DDOZD requirements and Comprehensive Plan.

RESOLUTION

BE IT RESOLVED, the City of Stoughton Plan Commission approves the fence renovation at 109-113 E. Main Street, Stoughton, WI, with the following conditions:

•

_____

Mayor Tim Swadley Date
Planning Commission Chair

City of Stoughton Downtown Design Overlay Zoning District Procedures per Section 78-517

Applicant Name: MARY Allen

Applicant Address: 113 E. Main Street Stoughton WI 53589

Applicant Phone and Email: 310-600-1617

Property Owner Name (if different than applicant): ———

Property Owner Phone and Email: 310-600-1617 meaone2@gmail.com

Subject Property Address: 109-113 East Main St. Stoughton WI 53589

Prior to submitting the final application with the Zoning Administrator, the Applicant shall submit an initial draft application for staff review at least 3 weeks prior to a Planning Commission meeting, followed by one revised draft final application packet if necessary based upon staff review or staff comments. Final application materials are required to be submitted at least 2 weeks prior to a Plan Commission meeting.

Initial Packet

(1 electronic 11 x 17 copy of plans to Zoning Administrator) Date: _____

Final Packet (if necessary)

(1 electronic 11 x 17 copy of plans to Zoning Administrator) Date: 9/24/20

This form is designed to be used by the Applicant as a guide to submitting a complete application for a downtown design overlay zoning review *and* by the City to process said application. Follow specific requirements depending on the type of proposal as follows:

Maintenance: Maintenance shall be subject to approval by the Zoning Administrator. Maintenance includes preserving or repairing the existing exterior with the same colors, finishes or materials and may require a building/zoning permit and fee.

Renovations: Renovations are subject to Plan Commission approval as set forth in zoning code section 78-517. Renovations include a change in appearance of a structure such as component or signage substitution; painting, roofing, siding with different colors, finishes or materials. Applications for renovation review shall be accompanied by all of the following:

1. A building/zoning permit application (if required).
2. A clear depiction of the existing appearance of the property including color photographs including scaled or fully dimensioned drawings of existing components such as windows, doors, railings, fencing or other site components and detailed building elevations proposed for alteration or replacement.

3. A clear depiction of the proposed appearance of the property including color renderings, paint charts, scaled or fully dimensioned drawings of proposed components such as windows, doors, railings, fencing or other site components and detailed building elevations of the proposed improvement.
4. A clear written description of the proposed modification including a complete listing of proposed components, materials and colors.
5. A clear written explanation regarding how the proposed alteration will conform to section 78-517(7) (attached) with direct reference to each applicable design standard.

Structural Projects: Structural projects are subject to Plan Commission approval as set forth in zoning code section 78-517. Structural projects include work involving modification to the physical configuration of an existing structure (such as remodeling) or the construction of a new structure (such as erection of a new structure, the addition or removal of bulk to an existing structure, and includes the removal or destruction of any building façade). Structural projects shall require a public hearing prior to action by the Plan Commission. Applications for structural projects shall be accompanied by all of the following:

1. A building/zoning permit application.
2. A clear depiction of the existing appearance of the property including color photographs including scaled or fully dimensioned drawings of existing components such as windows, doors, railings, fencing or other site components and detailed building elevations proposed for alteration or replacement.
3. A clear depiction of the proposed appearance of the property including color renderings, paint charts, scaled or fully dimensioned drawings of proposed components such as windows, doors, railings, fencing or other site components and detailed building elevations of the proposed improvement.
4. For all projects involving a new building, or an addition to an existing building, a detailed site plan which provides the following information:
    a. A title block indicating name and address of the current property owner, developer and project consultants;
    b. The date(s) of original and revisions to the plan;
    c. A north arrow and graphic scale. Said scale shall be no less than one inch equals 100 feet;
    d. All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled (a survey is likely necessary);
    e. All existing and proposed easements lines and dimensions including explanation of ownership and purpose;
    f. All existing and proposed buildings and paved areas including walks, drives, decks, patios, fences, utility poles, drainage facilities and walls;

September 11, 2020

To whom it may concern:

This is in regards to fencing located at the back of 109-113 East Main Street Stoughton, Wisconsin 53589. When I purchased this property in early 2015 the back fence was chain link with strips of white plastic running through it. The gate was also chain link. The whole fence/gate was very ugly in appearance as the white strips were falling off and discolored. And, the chain link was rusting. In addition, there was an issue with raccoons coming thru and leaving (very big) feces in the yard. There was also a squirrel that would come onto the three story back stairs/landings and leave feces and broken nutshells.

In an effort to control this for sanitary purposes and because people from the bar at the corner of the alley and Division street would often throw trash and glass bottles back there I decided to change the chain link to metal. Because I was not moving fence posts or changing the layout in any way I took the chain link off and put up the metal panels. The gate is now a custom made wooden (treated and sealed) gate with black metal handles. It offers more privacy and keeps out the wild animals which, in turn, keeps the area sanitary. I also had weeds removed and seeded grass as the yard had been extremely neglected before my purchase.

I am enclosing what pictures I have so you can see that there was no movement of the fence whatsoever. Mr Stacey indicated that he was alerted to my property because I had asked Alliant to mark utility lines in my yard. First, I believe that is an invasion of my privacy to know who I contact and why. But, to satisfy curiosity, I had never had the lines marked and I wanted to make sure when I had the weeds dug out that I would not disturb the lines.

I sincerely hope that you will approve this beautification, if indeed approval is necessary. I am only trying to beautify Stoughton and do not feel that replacing an old chain link fence with beautiful and functional metal panels with a custom made gate should be refused.

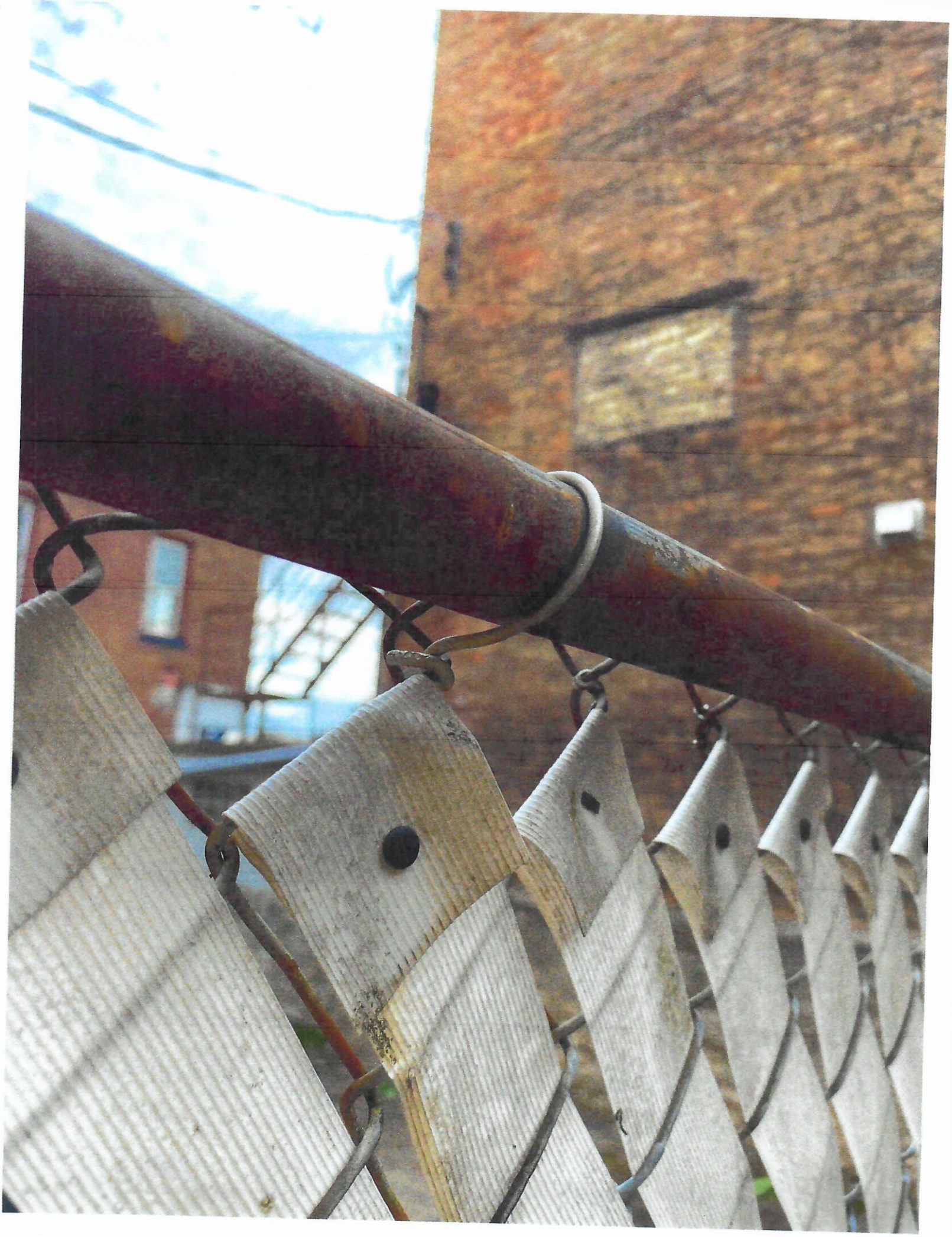
I am at your mercy. Please feel free to ask any questions you may have. I have enclosed the photos I do have.

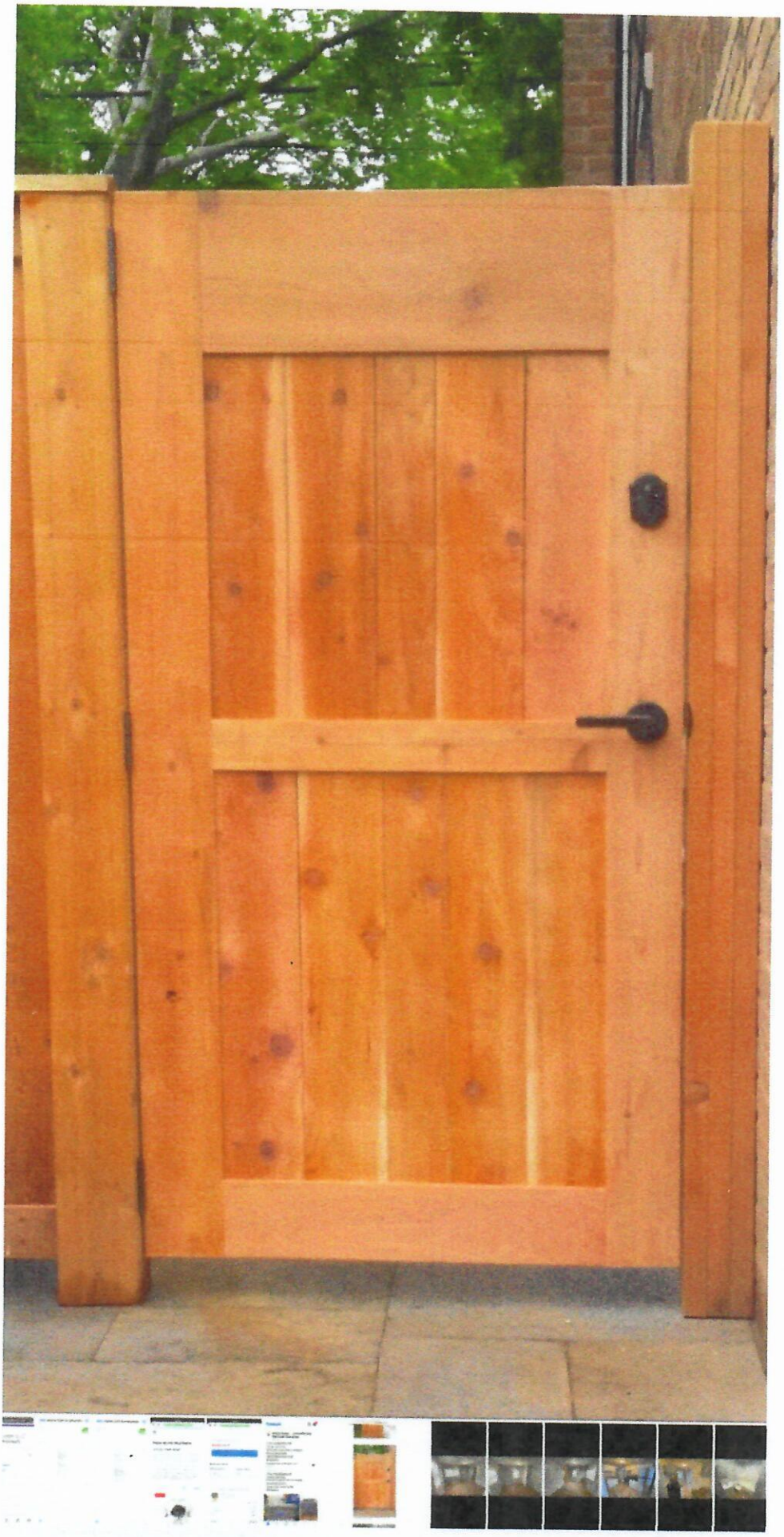
Sincerely,

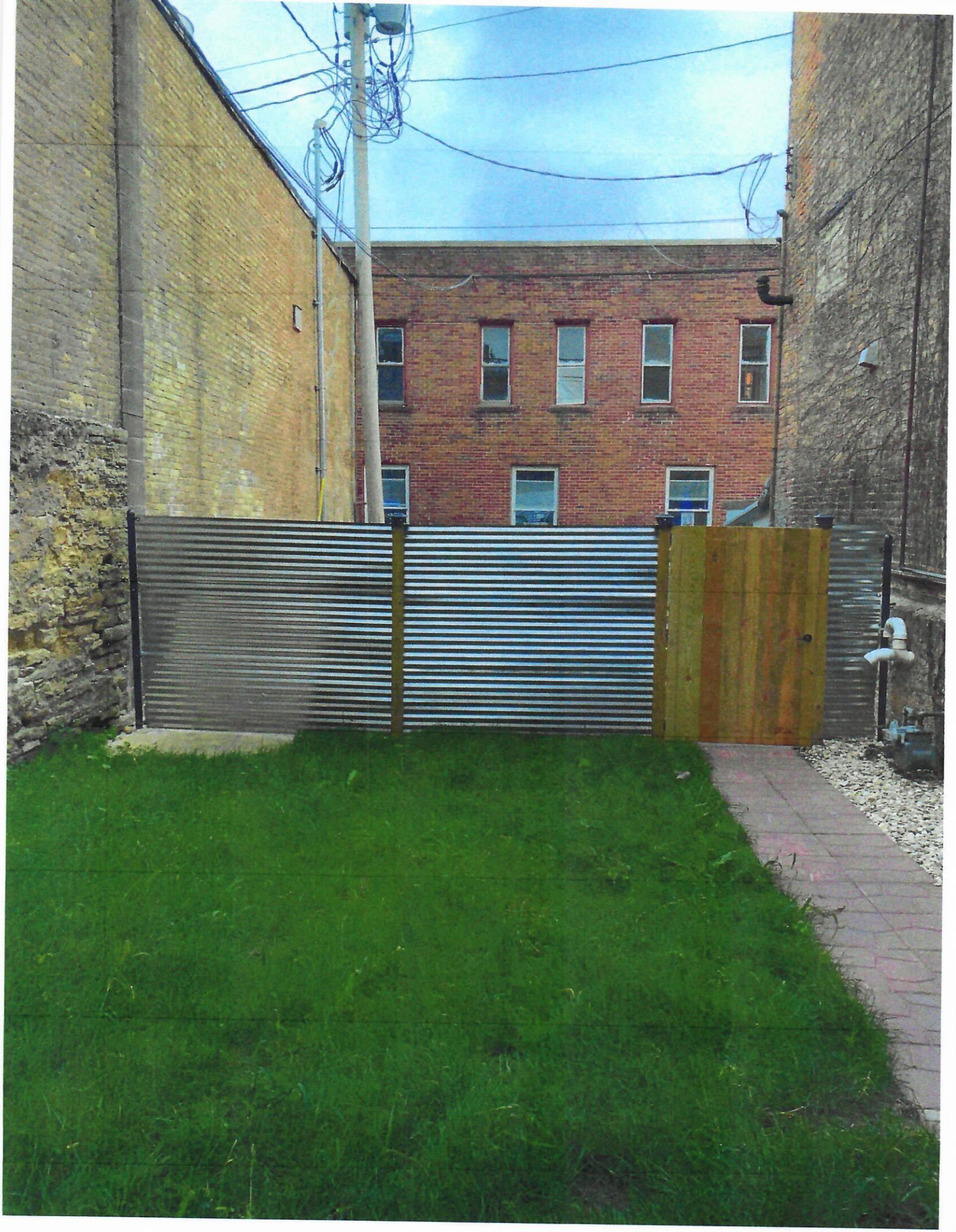
Mary Allen
109-113 E. Main St
Stoughton, Wi 53589
310-600-1617

encl.

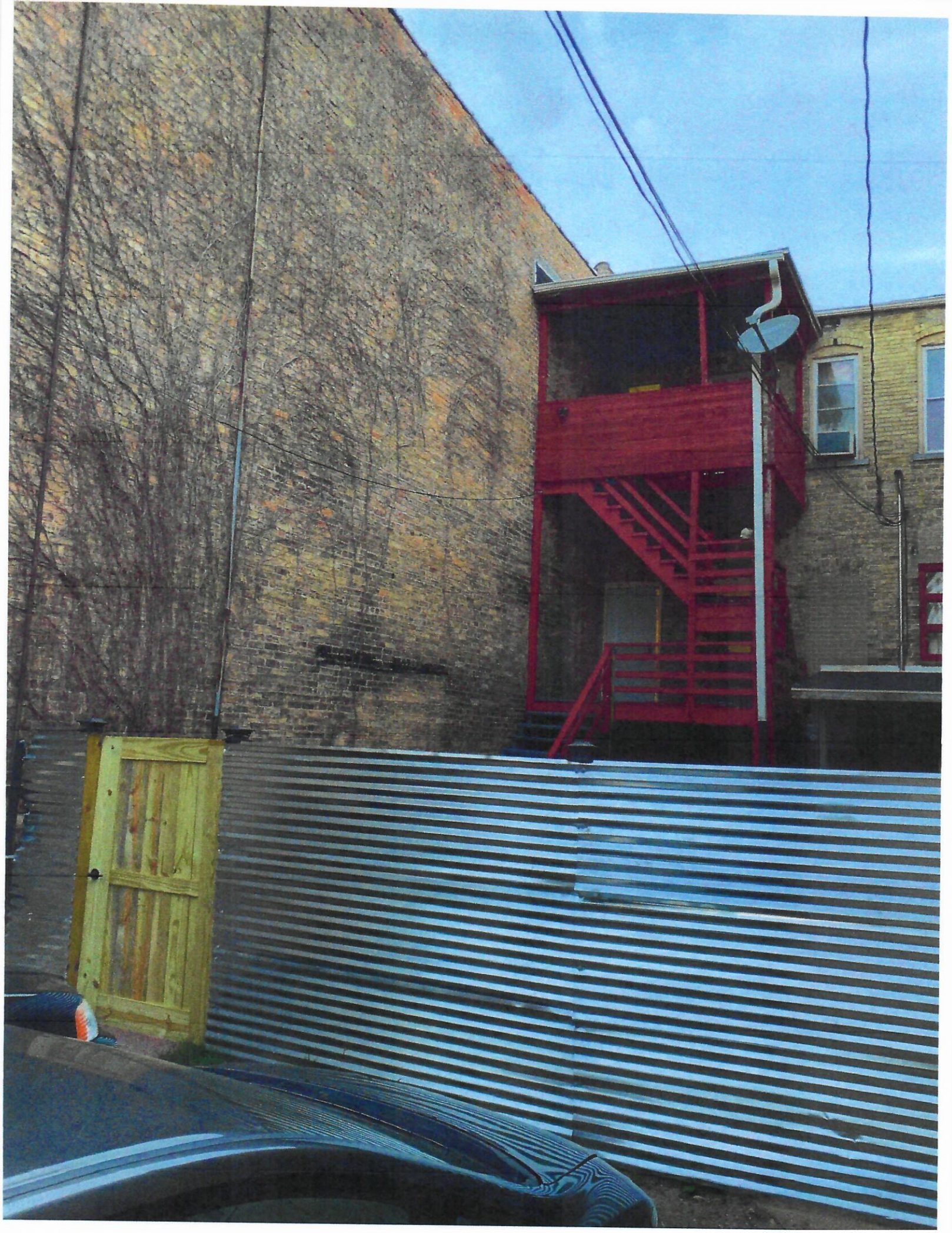
BEFORE

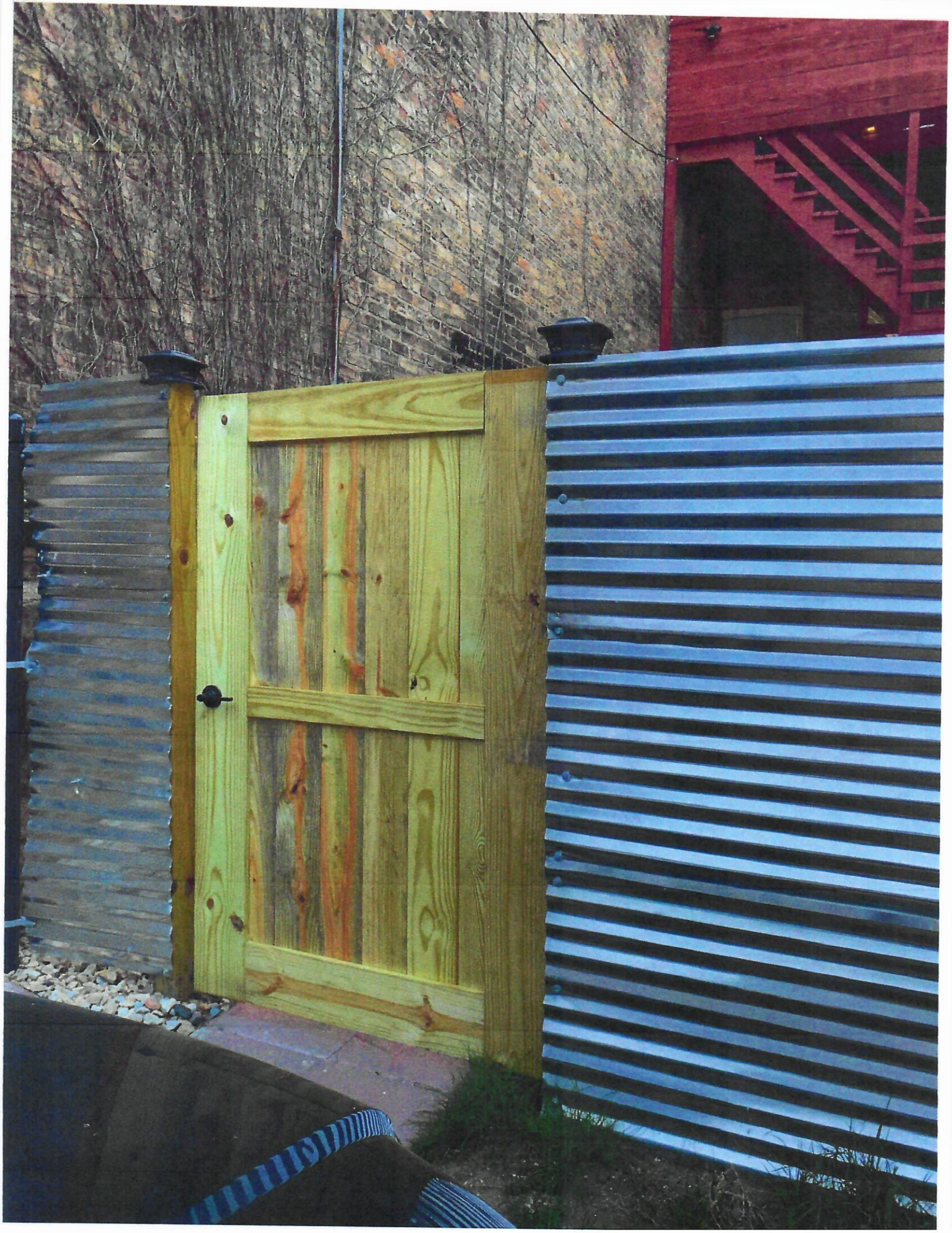






901-JXR
580-ZBA





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RODNEY J. SCHEEL
DIRECTOR
(608) 873-6619
fax: (608) 873-5519

September 28, 2020

Mary Allen
109-113 E. Main Street
Stoughton, WI. 53589

Dear Ms. Allen:

I have completed a review of the proposed fencing at 109-113 E. Main Street. The downtown design overlay zoning district requirements are outlined below. This request is planned for review/approval at the October 12, 2020 Plan Commission meeting of which you will receive notice. You and/or your representative are required to attend the virtual meeting to answer questions.

1. The property at 109-113 E. Main Street is zoned CB – Central Business and is within the Downtown Design Overlay Zoning District (DDOZD). The property is not listed as a Local Landmark and is not subject to Landmarks Commission review. **A change in fencing shall meet the standards of section 78-517 including the design standards of section 78-517(7).**

2. Section 78-517 (1) – (5) in relation to this request states in part:
   (1) *Purpose.* This district is intended to preserve and enhance the aesthetic qualities of the downtown, and retain a consistent and visually pleasing image for the downtown area.

   (2) *Boundaries.* This district has the same boundaries as the Main Street Commercial Historic District as listed on the National Register of Historic Places, as depicted on the overlay districts zoning map.

   (3)(b) *Renovation* means work involving a change in the appearance of a building or <u>structure</u> (such as <u>architectural component</u> or signage substitution or painting, roofing, siding, with different colors, finishes, or materials).

   (5)(b) *Renovation.* <u>Renovation shall be subject to approval by the plan commission</u>. The plan commission shall approve an application for renovation if the proposed renovation will conform to the standards set forth in section 78-517(7). Applications for approval of a renovation shall be made to the zoning administrator, and shall be accompanied by all of the following:

      1. The building permit application if such an application is required. **N/A**
      2. <u>A clear depiction of the existing appearance of the property including clear color photographs</u>. Scaled or fully dimensioned drawings of existing components such as windows, doors, railings, <u>fencing</u> or other site components, and/or detailed building elevations which are proposed for alteration or replacement are

recommended and may be required by the city. **Before and after pictures are provided.**

3. A clear depiction of the proposed appearance of the property including paint charts, promotional brochures, and/or clear color photographs of replacement architectural components. Scaled or fully dimensioned drawings of proposed components such as windows, doors, railings, fencing or other site components, and/or detailed building elevations which are proposed for alteration or replacement are recommended and may be required by the city. **Pictures are provided.**
4. A clear written description of the proposed modification, including a complete listing of proposed components, materials, and colors. **Provided.**
5. A clear written explanation regarding how the proposed alteration will conform to section 78-517(7) with direct reference to each applicable design standard. **Explanation for the change is provided but not how it conforms to section78-517(7).**

3. Section 78-517(7) Design Standards states the following which are potentially related to this request:

Design standards. **Renovation** and structural **projects shall conform to the design standards in this section that the plan commission determines are applicable to the application**.

(7)(d) *Horizontal bands.* Wherever possible, existing horizontal bands (such as storefront cornice or lintel and transom windows) shall be retained and uncovered; owners shall move or remove large signs that may cover the banding to allow the horizontal elements to be expressed. When horizontal rhythms are found, horizontal elements that also exist in buildings to either side of the subject building shall be retained. Existing transom windows shall not be filled with brick, wood or other materials. If original building design called for transom windows that are now missing, they shall be visually recreated. If the storefront cornice or lintel is missing, a horizontal division shall be achieved by replacing or simulating the cornice and/or incorporating it in the sign board.

(7)(i) *Exterior materials.* In any renovation work, preserving the downtown quality and character shall be given the highest priority. Therefore, to protect the distinctive quality and character of an existing building, any new materials used shall match as closely as possible either the existing materials or the materials used at the time the building was originally constructed. When the cost or availability of materials that match original materials make their use prohibitive, and when alternate materials can visually match original materials, the use of alternate materials shall be permitted. The uniform identity created by the repeated use of masonry as the primary building material is very important to retain. As a rule, new buildings shall be constructed with street-facing facades of brick or stone. If the majority of street-facing facades within the block-face are constructed with siding (see below), then siding shall be permitted. On a site-specific basis, the trim materials of existing buildings to either side of the building being designed shall be reflected in the design.

(7)(j) *Exterior surfaces.* Appurtenances (accessories): Exterior surface appurtenances shall be compatible with those of existing buildings in the immediate area. In addition:

1. Traditional storefront design (characterized by strong horizontal and vertical rhythms formed by building openings, storefront columns, storefront cornices, upper cornices, kickplates, signbands, large display windows, and transom windows) shall be employed for all buildings.
2. Throughout the district, cluttering street-facing facades with unnecessary signs, brackets, wiring, meter boxes, antennae, gutters, downspouts and other appurtenances is prohibited. Where necessary, such features shall be colored so as to blend in, rather than contrast, with the immediately adjacent building exterior. Extraneous ornamentation which is inconsistent with buildings within the immediate area is also prohibited.

(7)(l) *Exterior colors.* Colors shall relate in a positive way to the existing materials found on the facade (especially the masonry), and to existing elements, such as signs or awnings. Clean the exterior surfaces with the gentlest means possible, such as light washing with light pressure (sandblasting destroys the brick by prematurely weathering and eroding its surface). When the surface to be painted has a quantity of three-dimensional detail, use light or mid-range color values, rather than extremely dark colors, so the details are not hidden. When in doubt on an appropriate palette, use shades of one color with one highlight color. When choosing colors, take into account the position of the building in relation to sunlight. Exterior colors for structures and appurtenances including fixtures and signs shall be compatible and harmonious with those of existing buildings in the immediate area. Specifically, throughout the district:

1. High gloss paints, lacquers, varnishes or other "shiny" non-glazing surfaces shall not be used.
2. Facade color combination schemes shall be limited to no more than three different colors for each structure on a property. (Varying shades, tints or intensities of a color shall count as a different color for this purpose.)
3. Facade color schemes shall be used consistently throughout the property, including on both the upper and lower portions of buildings, and on all facades of a building or structure.

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

s:\planning\property log folder\113 e main street\109-113 e. main street ddozd fence review letter.doc

From: operations@diggershotline.com
Sent: Thursday, May 14, 2020 2:47:49 PM (UTC-06:00) Central Time (US & Canada)
To: Scott Grady
Subject: Diggers Hotline Ticket 20202026558

Diggers Hotline, Inc. (Wisconsin) Locate Request for STN01

Ticket #:	20202026558 Seq # : 46	Previous Ticket:	
Ticket Type:	Standard	Start Date:	05/19/2020 03:00:00 PM
Call Date:	05/14/2020 02:47:41 PM		

Contact Information

Caller:	MARY ALLEN	Phone:	(310) 600-1617
Company:	MARY ALLEN		
Address:	202 S HARMONY DR		
	JANESVILLE		
	WI 53545	Working For:	SAME
Email:	MEAONE2@GMAIL.COM		
Field Rep:	MARY ALLEN	Phone:	(310) 600-1617 Ext

Work Information

County:	DANE		
Place:	STOUGHTON CITY		
Address:	109	Address To:	113
Street:	E MAIN ST		
Intersection 1:	S DIVISION ST		

On the S side of the road approximately 70FT E of S DIVISION ST

Type of Work:	FENCE REPLACEMENT/LANDSCAPING

Explosives: N Overhead: N Boring Equipment: N Pre-Marked: N

Marking Instructions

MARK REAR OF PROPERTY, NOT TO INCLUDE ANY HARD SURFACES

Remarks

Members Notified

AE001	ALLIANT ENERGY (AE001)	(608) 223-2014
CHC01	CHARTER COMMUNICATIONS CHC01	(262) 446-9821
MCI01	MCI MCI01	(800) 289-3427
SBC01	AT&T DISTRIBUTION SBC01	(262) 446-9821
STN01	STOUGHTON UTILITIES STN01	(608) 444-6240
STN01	STOUGHTON UTILITIES - COPY - STN02	Not Provided