

**Plan Commission Meeting Minutes
Monday, November 8, 2021 at 6:00 pm
Virtual Meeting**

Members Present: Mayor Tim Swadley, Chair; Brett Schumacher, Vice-Chair; Phil Caravello; Tom Majewski; and Tom Robinson

Members Absent: Al Farrow and Todd Barman

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

Press: None

Guests: Luke Champion; Susan Burgard; Konner Kearney; Chuck McMillan and Colette Spranger

1. **Call to Order.** Mayor Swadley called the meeting to order at 6:03 pm.
2. **Consider approval of the Plan Commission meeting minutes of October 11, 2021.**
Motion by **Majewski** to approve the minutes as presented, 2nd by **Caravello**. Motion carried unanimously.
3. **Council Representative Report.** Caravello stated Council approved O-20 and 21 on Oct 12th and R-159 on Oct 26th.
4. **Staff Report - Status of Current Developments.** Scheel gave an overview of the status of developments as outlined in the packet. There were no questions.
5. **Request by Luke Champion for Conditional Use Permit approval for an Indoor Commercial Entertainment use (restaurant) at 177 W. Main Street.**
Scheel explained the request.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Luke Champion was available for questions.

Motion by **Caravello** to recommend Council approval of the resolution as presented, 2nd by **Majewski**.

Caravello questioned if there will be sale of whole pies and slices. Luke Champion stated whole pies initially.

Caravello questioned if the proposed use is for take-out and delivery only. Luke Champion stated yes.

Luke Champion stated he will be seeking future approval of a new awning and signage. Mayor Swadley suggested Luke talk to Michael Stacey during this process.

Motion carried unanimously.

6. Request by Jessica Vaughn, JSD Professional Services for approval of a Planned Development – General Development Plan at 2525 Jackson Street.

Scheel explained the request.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Konner Kearney of Forward Development Group gave an overview of the request.

Scheel gave an overview of the GDP document, the ordinance and requested exceptions.

Scheel explained the need to address parkland, park improvements and provided updated language as a condition of approval.

Caravello would like to expand the language to include the parkland will be used to expand the parkland already along Oak Opening Drive.

Majewski questioned the timeline for parkland dedication. Scheel stated the intent is to not approve any building permits until the City has a satisfactory agreement approved by the Common Council on parkland and park improvements.

Schumacher is concerned about density and how it will affect City services such as EMS, Fire and Police. Scheel stated he can't speak to Police, Fire or EMS services. Mayor Swadley stated there will be future discussions about what those impacts mean.

Mayor Swadley asked Konner Kearney what he is seeing around Dane County for residential trends. Konner Kearney stated the current trend is for multi-family residential.

Tom Robinson arrived at 6:34 pm.

Majewski and Schumacher would like to hear from the EMS Director, Police Chief and Fire Chief regarding the proposed density and how it will affect services.

Motion by **Schumacher** to Table the request until the next meeting to allow the EMS Director, Police Chief and Fire Chief to respond to the propose density and how it may affect their services, 2nd by **Majewski**. Motion carried unanimously.

7. Request by Susan Burgard, Forward Development Group for approval of a Specific Implementation Plan Amendment for 2501 Jackson Street.

Scheel explained the request.

Susan Burgard of Forward Development Group was available for questions.

Majewski questioned the change in lighting. Susan Burgard stated they are changing one brand of light for another.

Schumacher questioned how the window removal will affect that tenant space. Susan stated the change should not affect the tenant space at all.

Scheel suggested better screening on that side of the building where the electrical meters and transformer are planned. Susan stated she can look into that with required setback.

Susan Burgard stated she expects completion of the project by end of June 2022.

Motion by Schumacher to approve the resolution as presented, 2nd by Caravello. Motion carried unanimously.

8. Request by Purvish Patel for approval of an accessory structure at Quality Inn, 660 Nygaard Street.

Scheel explained the request.

Schumacher questioned any need to remove trees for the new shed location. Scheel stated there is not but we are working with the owner to replace plantings that were removed around the trash enclosure.

Motion by Majewski to approve the shed installation as presented, 2nd by Robinson. Motion carried unanimously.

9. Request by Ray and Lisa Zovar for approval of façade improvements at 143 E. Main Street.

Scheel explained the request.

Schumacher likes the new colors except for the door.

The Commission discussed exterior color requirements.

Motion by Schumacher to Table the request to allow the applicant to provide a different color proposal for the door, 2nd by Robinson. Motion carried unanimously.

10. Future agenda items.

Majewski - Discuss residential density and Discuss review of exterior colors in the Downtown.

Input from EMS, Police and Fire regarding future multi-family residential planned development requests.

11. Adjournment.

Motion by Majewski to adjourn at 7:35 pm, 2nd by Robinson. Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey