

Plan Commission Meeting Minutes
Monday, January 11, 2021 at 6:00 pm
Virtual Meeting

Members Present: Mayor Tim Swadley, Chair; Todd Barman; Phil Caravello; Tom Majewski; Tom Robinson; Tom Selsor; and Brett Schumacher

Members Absent: None

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

Press: None

Guests: Rachel Snyder; David Ferris; Ryan Wiesen; Dale Beske; Jamin Friedl; Phil Harrison; Sarah Ebert; Greg Leck and Joyce Tikalsky

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 December 14, 2020.**
Motion by **Robinson** to approve the minutes as presented, 2nd by **Caravello**. Motion carried unanimously.
3. **Council Representative Report.**
Caravello stated there is nothing to report.
4. **Staff Report - Status of Current Developments.**
Scheel gave an overview of the status of developments as outlined in the packet of materials. There were no questions.
5. **Public Hearing regarding the proposed amendment of project plan for Tax Incremental District No. 4.**
David Ferris of Ehlers gave a summary of the project plan.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.
6. **Consideration and possible action on “Plan Commission Resolution Approving a Project Plan Amendment for Tax Incremental District No. 4, City of Stoughton, Wisconsin”.**

Motion by **Schumacher** to approve the Plan Commission resolution contingent on a letter provided by the City Attorney as outlined in the resolution, 2nd by **Caravello**. Motion carried unanimously.
7. **Consideration and possible action on “Council Resolution Approving a Project Plan Amendment for Tax Incremental District No. 4, City of Stoughton, Wisconsin”.**

Motion by **Caravello** to recommend the Common Council approve the resolution contingent on a letter provided by the City Attorney as outlined in the resolution, 2nd by **Schumacher**. Motion carried unanimously.

8. Request by Dale Beske for extra-territorial jurisdictional land division approval (CSM) for property located at 1357 Tower Drive, Town of Dunkirk.

Scheel introduced the request. Dale Beske explained the request.

Motion by Selsor to recommend the Common Council approve the resolution as presented, 2nd by Caravello. Motion carried unanimously.

9. Request by Andrew Walker for extra-territorial jurisdictional land division approval (CSM) for property located at 2967 Shadyside Drive, Town of Pleasant Springs.

Scheel explained the request.

Motion by Schumacher to recommend the Common Council approve the resolution as presented, 2nd by Selsor. Motion carried unanimously.

10. Request by Phil Harrison to amend the zoning code to allow flags and banners for commercial signage.

Scheel gave an overview of the request.

Mayor Swadley opened the public hearing.

Selsor questioned if a setback is required from the side lot line. Scheel stated setback is not typically an issue.

Phil Harrison stated he appreciates the reasonable accommodation for changes to the ordinance.

Stacey stated there is no current required setback for any signage.

Barman questioned if there is a better place in the ordinance for setback requirements instead of setting a precedence for feather flags.

Scheel stated we plan to rewrite the sign ordinance and setback will be part of that process.

There was mutual agreement to require a 3-foot setback from side lot lines for feather flags.

Mayor Swadley closed the public hearing.

Motion by Selsor to recommend the Common Council approve the ordinance contingent on requiring a 3-foot setback from side lot lines for the feather flags, 2nd by Schumacher. Motion carried 6-0 (Barman abstained).

11. Proposed amendments to the zoning code to allow mobile food vending on private property and clarify general outdoor sales regulations.

Rachel Snyder gave an overview of the proposed ordinance and stated another attorney review is in the works.

Mayor Swadley opened the public hearing.

Phil Harrison questioned why mobile vending is only allowed 180 consecutive days 1 time per year.

Mayor Swadley stated mobile vending is intended to be a temporary use not a permanent use.

Selsor questioned if weather has anything to do with the 180 day limit. Scheel stated weather is not a factor that was used.

Mayor Swadley closed the public hearing.

Mayor Swadley stated Attorney Rachel Snyder can look into the 180 day requirement.

Barman suggested tweaking the difference between General Temporary Sales and Mobile Food Vending to better identify uses such as frozen food truck sales.

The ordinance will come back next month for further review.

12. Future agenda items.

Mobile vending ordinance, Kettle Park West preliminary plat / rezoning, Hwy 51 development.

13. **Adjournment.** Motion by **Robinson** to adjourn at 6:57 pm, seconded by **Selsor**. Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey