

Plan Commission Meeting Minutes
Monday, January 14, 2019 at 6:00 pm
Public Safety Building, Council Chambers, Second Floor, 321 S. Fourth Street, Stoughton, WI.

Members Present: Mayor Tim Swadley, Chair; Todd Barman; Matt Bartlett, Vice-Chair; Greg Jenson; Tom Robinson; and Tom Selsor

Members Absent: Phil Caravello

Staff: Michael Stacey, Zoning Administrator

Press: None

Guests: Amanda Venturino; Elizabeth Weitner; Emily Bahr; and Louis Halverson.

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 10, 2018.**
Motion by **Barman** to approve the minutes as presented, 2nd by **Selsor**. Motion carried 6 – 0.
3. **Council Representative Report.**
Bartlett reported the conditional use extension was approved for Tru Hotel and there are plans to start construction in April. The Council also approved the 2 extra-territorial CSM requests.
4. **Staff Report - Status of Current Developments.**
Stacey introduced the status of current developments as outlined in the packet of materials. There were no questions.
5. **Request by Mackensy Gervasi for a conditional use permit to allow a group daycare and preschool at 1940 Jackson Street.**
Mayor Swadley introduced the request. Stacey stated the applicant has requested this agenda item be removed from consideration.

Mayor Swadley opened the public hearing.

No one spoke.

Mayor Swadley closed the public hearing.

Motion by **Bartlett** to Table the request, 2nd by **Barman**. Motion carried 6 – 0.

6. **Proposed ordinance amendment to section 78-206(8)(y), Keeping of Chickens.**
Stacey gave an overview of the requested change from 4 hens to 6 hens.

Jenson stated agenda item 6 and 7 are related to chickens and he is in favor of approving item 6 and removing the section in item 7 due to redundancy.

Mayor Swadley opened the public hearing.

Elizabeth Weitner spoke in favor of the change.

Mayor Swadley closed the public hearing.

Selsor stated the amendment makes sense.

Motion by Selsor to recommend Common Council approval of the ordinance amendment as presented, 2nd by Robinson.

Bartlett stated he checked with Police Chief Leck who stated there have been no complaints related to chickens. Stacey stated there have been no issues with chickens and he believes there will be no issues adding 2 more hens.

Motion carried 6 – 0.

7. Proposed ordinance amendment to section 6-2(b), Keeping of Animals.

Jenson stated this section is redundant and should be removed. Stacey stated the first 2 sentences could be removed.

Barman stated a reference to the zoning code should be added at the end of the section.

Motion by Jenson to recommend Common Council approval of the ordinance with the first 2 sentences removed and a reference to the zoning code section related to the keeping of chickens added at the end, 2nd by Barman. Motion carried 6 - 0.

8. Proposed ordinance amendment to section 78-916(2)(o), Zoning Administrator.

Stacey explained there is a variance procedure to request small changes to the zoning requirements and staff has never given out waivers administratively.

Mayor Swadley opened the public hearing.

No one spoke.

Mayor Swadley closed the public hearing.

Motion by Barman to recommend Common Council approval of the ordinance as presented, 2nd by Bartlett. Motion carried 6 - 0.

9. Proposed ordinance amendment to section 78-518, Residential historic design overlay zoning district.

Stacey explained this section does not have any requirements and refers to a document that was established in 1998. Also, the Landmarks Commission reviewed this section and recommends removal or possible amendments.

Mayor Swadley opened the public hearing.

No one spoke.

Mayor Swadley closed the public hearing.

Motion by Barman to recommend Common Council approval of the ordinance as presented, 2nd by Jenson.

Bartlett questioned if this section was reference anywhere in the code. Stacey stated he did not find any references in the code or comprehensive plan.

Motion carried 6 - 0.

10. Proposed amendment to the Planning & Development Fee Schedule.

Stacey explained the proposed changes. Mayor Swadley emphasized the need to make increases where necessary when the fee does not match the amount of staff time.

Bartlett found an error where a flat fee states a minimum which will be removed from the draft that goes to Council.

Barman questioned consistency with other communities. Stacey stated we are consistent with what other communities are charging for fees.

Motion by **Bartlett** to recommend Common Council approval of the resolution with the one amendment, 2nd by **Jenson**. Motion carried 6 - 0.

11. Proposed ordinance amendment to section 10-34(b), Electrical Contractor License.

Stacey stated due to changes in state statutes many years ago, the City stopped charging electrical contractors for a local license and the City does not have an electrical examiners board anymore.

Motion by **Bartlett** to recommend Common Council approval of the ordinance as presented, 2nd by **Jenson**. Motion carried 6 - 0.

12. Future agenda items.

Jenson questioned when the bee ordinance would be coming forward. Mayor Swadley stated Attorney Dregne is starting to get caught up so he will find out what the timetable is.

Mayor Swadley stated State law changes will require some new reporting requirements by 2020 and it will be necessary to make some zoning ordinance changes too.

Kettle Park West Phase 2; Jordan Tilleson project at 193 W. Main Street; Marathon site may have a project coming; The new owner of the old D and M Station will request a conditional use for an outdoor display use to sell vehicles.

13. Adjournment. Motion by **Jenson** to adjourn at 6:30 pm, 2nd by **Bartlett**. Motion carried 6 – 0.

Respectfully Submitted,

Michael P. Stacey