

Plan Commission Meeting Minutes

Monday, December 9, 2019 at 6:00 pm

Public Safety Building, Council Chambers, Second Floor, 321 S. Fourth Street, Stoughton, WI.

Members Present: Mayor Tim Swadley, Chair; Phil Caravello; Thomas Majewski; Tom Robinson; and Tom Selsor

Members Absent: Todd Barman and Brett Schumacher

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

Press: None

Guests: Matt Mrochinski; Jason Daye; Lori Steen; Jeb McMahon; Jim Bricker; Dennis Steinkraus; Emily Bahr; Julie Peterson; Melissa Watkins; Ben Warntjes; Marc McGuire and Bob Wahlin

- 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 November 11, 2019.**
Motion by **Robinson** to approve the minutes as presented, 2nd by **Caravello**. Motion carried 5 - 0.
- 3. Council Representative Report.** Caravello stated the Common Council approved the conditional use permit for Pumpkin Patch including the CSM. The Council also approved the housing fee and affordability report.
- 4. Staff Report - Status of Current Developments.** Scheel gave an overview of the status of development. There were no questions.
- 5. Request by Forward Development Group for approval of a preliminary plat named The Meadows at Kettle Park West.**
Scheel explained the request.

Caravello questioned the use of the street named Aspen Circle and the turning radius for the same.

Scheel explained that Aspen Circle has now been changed to Telemark Circle and is proposed to be a one-way street to allow for easier traffic flow and street parking. There are three streets named Telemark which we'll recommend a change.

Dennis Steinkraus explained there originally was not enough room for on street parking and emergency vehicle access.

Scheel gave an overview of the resolution and went over all of the recommended conditions found in the draft.

Majewski questioned the width of the easement for Block 3; Outlot 1. Scheel stated twenty feet. Jim Bricker explained the City ordinance requires 20 feet to allow for a 10-foot walkway and 5 feet on both sides.

Caravello stated if a tree barrier is wanted, the 20 feet may be too narrow. Scheel stated that in the Westview Ridge Subdivision, a sidewalk was placed between homes within a 10-foot easement. The 20-foot dedicated outlot should allow for ample separation between the homes that will also have a minimum setback to the property line of the outlot.

Motion by **Caravello** to recommend the Common Council approve the preliminary plat resolution as presented, 2nd by **Robinson**. Scheel questioned if the motion includes changing the Telemark street names. The Commissioners agreed the use of Telemark Trail, Circle and Court should be modified. Motion carried 5 - 0.

6. Request by Forward Development Group for approval of a certified survey map (CSM) for property within Kettle Park West.

Scheel explained the request and gave an overview of the resolution.

Majewski brought up a discussion point from a recent Common Council meeting about restricting the construction of housing units south of Alpine Run until provisions for the connection to Hwy 138 are approved by the City.

Scheel explained using the preliminary plat graphic and noted the above restriction will be handled within the development agreement for areas within The Meadows at Kettle Park West plat.

Motion by **Caravello** to recommend the Common Council approve the certified survey map resolution as presented, 2nd by **Robinson**. Motion carried 5 - 0.

7. Request by Jeb McMahon for a conditional use permit to allow a two-flat residential use at 616 Ridge Street.

Scheel explained the request.

Mayor Swadley opened the public hearing.

Julie Peterson spoke against related to parking issues.

Melissa Watkins spoke against related to parking and property values.

Emily Bahr questioned whether a conditional use process is legal. Scheel explained the conditional use process is still an allowable process and the City plans to review the process in the future including potentially making many uses allowable outright.

Jeb McMahon spoke in favor of the request stating the structure has 2 complete units and he plans to fix the property and make it rentable.

A discussion took place about the history of the use of the property.

Motion by **Selsor** to recommend the Common Council approve the conditional use resolution as presented, 2nd by **Robinson**.

Kim Robinson (a neighboring property owner) stated the property was used for 4-6 years as a two-flat until Nathan Knutson used the property as a single family home.

Motion carried 5 – 0.

8. Request by Stoughton Trailers, Inc. for parking, access and outdoor storage improvements at 1111 Veterans Road.

Scheel introduced the request.

Jason Daye of Excel Engineering gave an overview of the request stating the goals are:

- Eliminate employee street parking
- Site security
- Increase trailer storage

Scheel gave an overview of the site plans.

Lori Steen of Stoughton Trailers stated the main goal is securing the facility and improve aesthetics including extensive landscaping.

Motion by **Robinson** to approve the improvements resolution as presented, 2nd by **Selsor**.

Majewski questioned the lighting plan and if LED lighting will be used. Scheel stated a compliant photometric plan has been submitted. Lori Steen stated the lights will be LED.

Motion carried 5 – 0.

9. Discuss a potential zoning ordinance amendment related to communication towers.

Scheel explained the proposed amendment.

Majewski stated he would not support allowing a tower in residential districts and is in support of fall zone and large setbacks.

Robinson stated we should seek surety in the event the tower is abandoned and needs to be removed.

Selsor noted issues he remembers while in Indiana related to radio frequency conflicts.

Caravello agrees with Commission members and we need to look into health issues due to radio frequencies including the new technologies for 5G.

Scheel stated the City has been looking into the 5G technologies that are primarily proposed for right-of-ways. Once the right-of-way ordinance has been worked out, we'll look into private property zoning requirements.

10. Future agenda items. Caravello would like to research a downtown solar district.

11. Adjournment.

Motion by **Robinson** to adjourn at 7:18 pm, 2nd by **Caravello**. Motion carried 5 – 0.

Respectfully Submitted, *Michael P. Stacey*