

Plan Commission Meeting Minutes

Monday, October 8, 2018 at 6:00 pm

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

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

Members Absent: None

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

Press: None

Guests: Emily Bahr; Kathy Kamp; Matt Adams; Greg Shaw; Michael Rumpf; Kevin of Badger Tile and Stone and Matt Dregne.

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 September 10, 2018.**
Motion by **Bartlett** to approve the minutes as presented, 2nd by **Jenson**. Motion carried 7 – 0.
3. **Council Representative Report.**
Bartlett stated there were no agenda items for the Common Council to consider.
4. **Staff Report - Status of Current Developments.**
Scheel gave an overview of the status of current developments as outlined in the packet. There were no questions.
5. **Request by Kathy Kamp, Wisconsin Partnership for Housing Development for certified survey map (CSM) approval to split the property at 309 Pine Street.**
Scheel explained the request.

Kathy Kamp stated the request is to meet the minimum lot size requirement for a 4-unit residential project at the adjacent parcel. Ms. Kamp stated they have a \$300,000 grant from Dane County for the project.

Motion by **Selsor** to recommend the Common Council approve the resolution as presented, 2nd by **Caravello**. Motion carried 7 – 0.

6. **Request by Jim Halbach for design approval of the façade improvements at 317 S. Division Street.**
Scheel gave an overview of the request.

Kevin of Badger Tile and Stone explained the intent of the request which includes brick repair. Kevin stated that trucks have hit the building several times and asked if pole could be installed to prevent further damage.

Barman suggested several changes including using a color similar to the brick for the window bump out area; he is not in favor of the painted lower brick; portland cement should not be used for mortar joints; blue paint is favorable on the support pieces around the windows and on transom above the windows.

Motion by **Barman** to approve the resolution including color choices and portland cement not being used for mortar joints, 2nd by **Caravello**. Kevin will work with Commissioner Barman on the suggested changes.

Caravello questioned placing a post near the corner of the building. Scheel stated it would be difficult placing a post in that corner.

Motion carried 7 – 0.

7. Request by Matt Adams for design approval for awning removal and signage installation at 143 E. Main Street.

Mayor Swadley introduced the request.

Matt Adams explained the intent is to move the window signage to the outside and install a projecting sign similar to what Wendigo has. The awning was removed because the cloth was rotten and because there was signage from the previous business.

There was a short discussion about the projecting sign.

Motion by **Barman** to approve the resolution as presented, 2nd by **Bartlett**. Matt Adams stated the projecting sign will be the same black and white color as Wendigo has.

Motion carried 7 – 0.

8. Request by Bryan Schilling for approval of an extra-territorial land division request at 1966 Quam Point Road, Town of Dunn.

Scheel explained the request.

Barman questioned the setback to the 1-story adjacent home. Scheel stated it is difficult to tell what that setback is and should be a concern only for the Town and County.

Motion by **Bartlett** to recommend the Common Council approve the resolution as presented, 2nd by **Selsor**. Motion carried 7 – 0.

9. Request by Gregory Shaw for approval of an extra-territorial land division request for property located on Taylor Lane, Town of Dunkirk.

Scheel explained the request.

Greg Shaw stated the Town and County have approved the land division already.

Motion by **Bartlett** to recommend the Common Council approve the resolution as presented, 2nd by **Robinson**. Motion carried 7 – 0

10. Request by Bob Dvorak for direct annexation of a portion of the Town of Dunkirk and a portion of the Town of Rutland.

Scheel explained the request.

Attorney Michael Rumpf was available for questions.

Barman questioned the letter from the Town of Dunkirk. Scheel stated development will need to be consistent with the City's Comprehensive Plan and adhere to City ordinances such as a zoning bufferyards, lighting, setbacks, etc. Residents on Velkommen Way will still need to be provided access to their properties and will be considered as part of development concepts.

Bartlett questioned the strip of land owned by the City of Stoughton. Scheel gave a history of the strip of land from when Walmart had plans to develop to the north of this land on the Linnerud lands.

Motion by **Bartlett** to recommend the Common Council approve the annexation ordinance as presented, 2nd by **Jenson**. Motion carried 6 – 1 (Caravello voted no)

11. Proposed zoning ordinance amendment to sections 78-517 and 78-913 related to the Downtown Design Overlay Zoning District.

Mayor Swadley introduced the proposed ordinance amendments.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Mayor Swadley thanked Commissioner Barman, City Attorney Dregne and City staff for all the work on the ordinance revisions.

Jenson stated he read the ordinance and is pleased with the outcome.

Attorney Dregne gave a review of the final ordinance draft.

Scheel stated the non-redlined copy is the one being acted on tonight.

Jenson questioned the moratorium which is still active for the blacksmith shop. Mayor Swadley stated he could bring that up at Council.

Motion by **Jenson** to recommend the Common Council approve the ordinance as presented, 2nd by **Bartlett**.

Barman questioned whether the ordinance will meet the intent of the Comprehensive Plan. City staff are confident that it does.

Bartlett questioned a requirement to make sure horizontal bands are not painted. Barman found a section of the ordinance that restricts painting of horizontal bands.

Motion carried 7 – 0.

12. Future agenda items.

Jenson suggested a discussion item to discuss increasing allowable chickens from 4 to 6 hens.

Scheel stated staff has 4 pages of suggested ordinance changes that we will be bringing forward in the coming months for discussion.

13. Adjournment.

Motion by Jenson to adjourn at 6:55 pm, 2nd by Caravello. Motion carried 7 – 0.

Respectfully Submitted,

Michael Stacey