

## **Planning Commission Meeting Minutes**

**Monday, February 13, 2017 at 6:00 pm**

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

**Members Present:** Scott Truehl Vice-Chair; Michael Engelberger; Matt Hanna; Greg Jenson; and Mike Maloney

**Absent:** Todd Krcma and Mayor Olson

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

**Press:** Amber Levenhagen

**Guests:** Kevin Yeska; Dennis Steinkraus; Ryan Swanson; Sean Higgins; Lauren Downing; John Bieno; Mark Seidl; Ed Heckman; Laura Trotter; Mike Maas; Denise Duranczyk; Roger Thompson; Malisa Dielsch; Tom Matson; David Natter; Roger Springman; Jay Blackburn; Ron Klaas; Terry Johnson; Lisa Reeves and Paul Lawrence

1. **Call to order.** Truehl called the meeting to order at 6:00 pm.
2. **Consider approval of the Planning Commission meeting minutes of January 9 and January 19, 2017.**  
Motion by **Hanna** to approve the minutes as presented, 2<sup>nd</sup> by **Engelberger**. Motion carried 5 – 0.
3. **Council Representative Report.**  
Scheel stated the CSM for North American Fur Auctions was approved by the Common Council.
4. **Status of Developments.**  
Scheel gave an overview of current development as outlined in the packet. There were no questions.
5. **Ed Heckman, Heckman Enterprises, LLC requests preliminary and final condominium plat approval for property located at 160-170 Business Park Circle.**  
Scheel gave an overview of the request.

Truehl opened the public hearing.

Jay Blackburn registered in favor of the request.

Truehl closed the public hearing.

Ron Klaas stated he prepared the condominium plat and is available for questions.

Jenson stated the Business Park North Committee met and approved the condominium plat.

Engelberger questioned the front building orientation.

Scheel stated the front building is existing.

Motion by Hanna to recommend the Common Council approve the condominium plat as presented, 2<sup>nd</sup> by Jenson. Motion carried 5 - 0.

**6. John Bieno, TJK Design Build requests site plan approval for a building addition at 170 Business Park Circle.**

Scheel gave an overview of the site plan.

Engelberger questioned if there were any issues. Scheel stated that staff recommends approval.

Motion by Engelberger to approve the resolution related to the site plan contingent on the staff review letter, 2<sup>nd</sup> by Jenson. Motion carried 5 - 0.

**7. Casey's Marketing Company request to rezone the property at 1640 E. Main Street from RH - Rural Holding to PB – Planned Business.**

Scheel explained the request.

Truehl opened the public hearing.

David Natter spoke in favor of the request.

Scheel explained this request is to rezone the property from Rural Holding to Planned Business which is consistent with the Comprehensive Plan Planned Land Use Map.

Ryan Swanson stated he is available for questions.

Engelberger questioned who will retain ownership. It was confirmed Casey's will own the site.

Motion by Jenson to recommend the Common Council approve the rezoning request as presented, 2<sup>nd</sup> by Hanna. Motion carried 5 - 0.

**8. Casey's Marketing Company requests a conditional use permit for an in-vehicle sales and service use including outdoor display incidental to indoor sales and service to accommodate Casey's General Store at 1640 E. Main Street.**

Scheel explained the request.

Truehl opened the public hearing.

David Natter registered in favor.

Ryan Swanson gave an overview of the site plan.

Hanna questioned the type of plants planned for the retention pond.

Ryan Swanson stated the plants would be turf plantings.

Hanna questioned the existing 4-foot walk along US Highway 51.

Ryan Swanson stated they would work with City staff to repair/replace as necessary.

Engelberger questioned truck maneuverability.

Ryan Swanson stated the truck turning details are provided.

Maloney questioned the hours of operation. Ryan Swanson stated some Casey's operate 24 hours, 7 days a week.

Tom Matson spoke in favor of the request but has concerns about the appearance of the right or east elevation.

Terry Johnson spoke with concern about traffic safety and the lack of greenspace.

Engelberger is concerned about the public sidewalk location. Scheel explained the WDOT added a turn lane on Hwy 51 years ago that narrowed the terrace at the intersection.

Truehl closed the public hearing.

Motion by **Engelberger** to recommend the Common Council approve the conditional use permit request as presented, 2<sup>nd</sup> by **Hanna**. Motion carried 5 - 0.

Scheel gave an overview of the site plan resolution.

Ryan Swanson explained the reasoning for the wider drive entrance widths. Scheel noted this is a common request for this type of use.

Hanna stated he would like to see what can be done about the east façade since the property is a gateway to the City.

Ryan Swanson stated they could add a faux window on the side of the building.

Jenson suggested better screening of the roof mechanicals.

Ryan Swanson stated they could look at adjusting the parapet height some.

There was further discussion regarding the public sidewalk location and how to increase the terrace widths.

The Commissioners agreed a minimum 5-foot sidewalk with a minimum 5-foot terrace would be acceptable. Additionally, raising of the parapet to further screen the roof mechanicals and adding a window to the east side of the building.

Maloney questioned screening along the west property line where there is existing residential. Scheel stated there is 6-foot fencing and landscaping to meet the bufferyard requirements.

Motion by **Hanna** to approve the site and building plan with these additional requirements added to the resolution:

- The parapet being raised to the top of the brick of the front façade;
- Adding a 5-foot window on the east façade and architect to review with management the installation of an awning over the doorway on the east façade;
- Requires 5-foot public sidewalks and a minimum of a 5-foot terrace width contingent on WDOT and Dane County approval;
- The staff review letter including stormwater and erosion control approval by Dane County.

2<sup>nd</sup> by **Jenson**. Motion carried 5 – 0.

**9. Mark Seidl of Pinnacle Engineering Group requests site plan amendment approval to construct a commercial building for Aldi Food Market at 1399 US Highway 51.**

Scheel explained the request.

Mark Seidl explained the reasoning for the amended plan including the addition of sidewalk along Hults Road. It was noted that City staff is working with WDOT to release the building setback requirement prior to sidewalk being installed.

Motion by **Hanna** to approve the site plan amendment resolution that approves the material subject to the staff review letter, 2<sup>nd</sup> by **Jenson**.

Engelberger questioned the sidewalk location. Scheel provided the location plan on the overhead.

Motion carried 5 - 0.

**10. Kevin Yeska of JSD Professional Development requests site plan amendment approval for TRU Hotel and Convention Center, 2500 Jackson Street.**

Scheel explained the request and noted the staff interpretation related to the need for 9 additional parking stalls due to 2 separate principal uses.

Kevin Yeska of JSD Professional Development gave an overview of the amended site plan and explained the overlap of uses to allow less parking.

Scheel stated there is no mechanism in place to require parking stalls in the future.

A discussion occurred about the required parking with the consensus being to add the 9 required stalls right away.

Michael Maas with ADCI explained the architectural changes.

Engelberger questioned the reasoning for the reduction in size. Kevin Yeska explained the intent is for budget reduction.

Engelberger questioned what exceptions were previously approved for the site. Scheel stated the zoning is Planned Business not Planned Development so there were no exceptions related to the Planned Business requirements.

Motion by **Hanna** to approve the site plan resolution which confirms the interpretation that at least 9 stalls be added to the site, 2<sup>nd</sup> by **Jenson**. Motion carried 5 - 0.

**11. Kevin Yeska of JSD Professional Development requests Specific Implementation Plan amendment approval for Dunkin Donuts, Lot 7-4, Kettle Park West, 2480 State Highway 138.**

Scheel gave an overview of the request.

Kevin Yeska of JSD Professional Development explained the site plan including the requested exceptions.

Hanna questioned how and when the site would be developed compared to the other buildings onsite.

Kevin Yeska explained the site will be developed as soon as possible with building 7-4 and 7-2 coming first.

Motion by **Hanna** to approve the specific implementation plan contingent on the staff review letter, 2<sup>nd</sup> by **Maloney**.

Engelberger questioned the exceptions. Scheel explained the exceptions as outlined in the Planning Commission resolution.

Kevin Yeska explained the need for the exception related to the maximum parking requirement.

Truehl spoke with concern about the looks of the west building elevation which is a gateway to the City and the first thing people see coming from the west.

John Bieno with TJK Design Build gave an overview of the façade.

Truehl stated the building would look best turned 180 degrees. John Bieno stated that won't work well with the joint parking use.

Engelberger asked if a couple windows can be added to the west side of the building

John Bieno stated a couple blanked off spandrel windows could be added.

Hanna questioned the plantings along the west façade. John Bieno noted some grasses would be added there.

Motion carried 5 – 0 including the condition to have 2 windows installed as discussed on the west facade.

**12. Presentation and discussion by Sean Higgins, Capital Area Regional Planning Commission (CARPC) regarding the Greater Madison Vision initiative.**

Sean Higgins provided a presentation regarding an update to the Regional Master Plan which includes the Greater Madison Vision initiative.

Sean Higgins stated Dane County will increase by 80,000 people in the next 10 – 12 years.

- Where will these people live;
- What jobs will be available....mostly office type jobs;
- How will people get around;
- What infrastructure will need to be added?

Engleberger questioned how the Greater Madison Vision could affect the City of Stoughton Comprehensive Plan which is currently under a rewrite. How is CARPC communicating with communities?

Sean Higgins stated CARPC is providing information much like this presentation tonight including providing mapping and other assistance to communities.

**13. Comprehensive Plan Rewrite.**

Truehl introduced the agenda item.

Public Comment.

Roger Springman spoke with concerns about the lack of citizen participation. Mr. Springman would like to see more discussion related to the 100% flexibility factor; Downtown parking needs and saving farms.

Denise Duranczyk spoke with concerns about the lack of community input and liked some of the suggestions Mr. Springman mentioned.

Truehl read Alderman Sid Boersma's letter of concerns related to lack of community involvement.

Engelberger suggested the Comprehensive Plan Rewrite materials be taken to the Public Library to allow for public view in addition to the online postings.

Engelberger questioned the history of the 2003 Comprehensive Planning process.

Scheel stated that State requirements changed and required many more specific elements be reviewed and included when the plan was prepared in the earlier 2000's. No the plan is being updated.

Kathleen Tass-Johnson spoke on behalf of the Landmarks Commission who would have liked to be more involved in the process. The Landmarks Commission believes historic preservation is not address well in the plan.

Scheel stated there are varying viewpoints about every aspect of the plan making it hard to address specific details within the plan. Scheel stated we are looking for direction about specifics within the plan.

Hanna stated there have been a lot of opportunities for the public to provide input. A postcard was sent to every property owner in Stoughton to inform them of the survey and process.

Engelberger asked that staff provide the materials and a suggestion box to the Library and a suggestion box at City Hall.

Lisa Reeves stated citizens would like a smaller group forum rather than a larger group setting.

Hanna is in favor of Council members having smaller forums within their respective districts to provide information back to the Commission. There is a need for specifics to be generated during these sessions.

Roger Springman would like to see a summary document of the major changes from the old plan to the new plan.

The Commission would like to have Vandewalle & Associates staff at the March meeting.

**14. Future agenda items.**

None discussed.

**15. Adjournment.**

Motion by Jenson to adjourn at 9:10 pm, 2<sup>nd</sup> by Hanna. Motion carried 5 – 0.

Respectfully Submitted,

*Michael Stacey*