

Joint Meeting of the Planning Commission and Business Park North Committee Minutes

Monday, December 15, 2014 – 6:00 p.m.

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

Planning Commission Members Present: Mayor, Donna Olson, Chair; Ron Christianson, Vice-Chair; Eric Hohol; Scott Truehl; Todd Krcma; Greg Jenson and Matt Hanna

Business Park North Members Present: Paul Lawrence; Chair; Erica Dial; Greg Jenson; Laurie Sullivan and Rodney Scheel

Absent and Excused: David Wendt and Laurie Furseth

Staff Present: Planning Director, Rodney Scheel

Press: None

Guests: Jim Anderson; Mandy Stark - Sullivan; Bart O'Brien - Sullivan;

1. Call to Order

2. Jim Anderson, Exclusively Roses, requests approval to construct an addition to the building at 221 Business Park Circle.

Ms. Stark presented the material and addressed questions raised.

Highlights of items discussed at meeting:

- Parking needs are to be met on-site. Current ordinances do not allow parking on the Street within Business Park North. Previous discussions about possible changes with Public Safety Committee have taken place but seem to have stalled out. The applicant plans to create temporary locations in front of overhead doors to accommodate peak parking on-site. On-street parking is not currently permitted and zoning code intends for parking demand to be met on-site; not in the street. The applicant understands the requirement.
- No backing into or from the public street is allowed and will be a violation of ordinances subject to potential citation. The applicant understands the requirement. Semi-trucks only use the loading stalls; not all 14 overhead door locations. The overhead door bays (not the loading dock bays) are used by delivery vehicles but not semis. Delivery vehicle schedules do not conflict with the temporary employee parking in front of these bays.
- Snow storage is not supposed to utilize loading and parking areas. The bio-retention basin is not intended for piling of snow since it will degrade the design more quickly. The applicant's representative indicated they will be able to handle most snowfalls on-site without using the bio-retention basin or required parking stalls, and will need to haul snow off-site for larger events.
- Drainage on the west and north side of the building. The applicant indicated the plan includes a gutter system on the west side of the addition that will direct roof water to the north and then to the east on their property. The committee discussed the need to grade the north and west side of the addition to prevent drainage from going onto adjacent properties.

Motion by Lawrence, seconded by Krcma to direct all roof water from the addition to the north and then east to the inlet to prevent water from going onto adjacent properties. Motion carried unanimously. Discussion continued on this issue.

Motion by **Lawrence**, Seconded by **Krcma** to approve site and building plans subject to the Staff review letter dated December 12, 2014 and require all roof water from the west side of the addition to be

directed to the north and then east to an additional catch basin or field inlet to be installed west of catch basin number 2. Final grading shall also direct water from the west side of the addition to the north and then east on this lot without modifying the easement grades. A revised plan demonstrating the drainage revisions is to be submitted and reviewed by staff for compliance with the motion before issuing a building permit. Motion carried unanimously.

3. Future agenda items.

Potential Doggy Daycare facility.

4. Adjournment.

Motion by Lawrence, Seconded by Jensen to adjourn at 6:25 pm. Motion carried unanimously.