

Planning Commission Meeting Minutes

Monday, October 9, 2017 at 6:00 pm

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

Members Present: Mayor Donna Olson, Chair; Scott Truehl, Vice-Chair; Michael Engelberger; Matt Hanna; Todd Krcma; Todd Barman and Matt Bartlett

Members Absent: None

Staff: Zoning Administrator, Michael Stacey

Press: None

Guests: Emily Bahr and Alley Burke.

1. **Call to order.** Mayor Olson called the meeting to order at 6:00 pm.
2. **Consider approval of the Planning Commission meeting minutes of September 11, 2017.**
Motion by **Engelberger** to approve the minutes as presented, 2nd by **Truehl**. Motion carried 7 - 0.
3. **Council Representative Report.** Truehl reported that Council approved the conditional use permits for Calvary Church, Conant Automotive and Goodwill. Council tabled the Pick n Save gas pump conditional use permit request until more information is provided related to the potential requirements related to parking lot maintenance work.
4. **Status of Current Developments.**
Mayor Olson directed the commission to the current status of developments as outlined in the packet. There were no questions.
5. **Request by Todd Nelson for a conditional use permit to allow two principle structures on one lot at 314 W. Main Street.**
Stacey explained the request and noted there is a group development requirement to have 40 feet of separation between the buildings. This section would need to be amended to approve the conditional use permit as proposed.

Todd Nelson could not be at the meeting and provided a letter regarding the project.

Mayor Olson opened the public hearing.

Alley Burke questioned the project including requesting that the dumpster be moved to a new location.

Mayor Olson closed the public hearing.

Truehl is in favor of 2 buildings.

Truehl questioned where Mr. Nelson is at with the S. Van Buren Street project and history for why the project is not complete. Stacey gave a history of the project setbacks related to the stormwater management plan and noted the landscaping is mostly completed and sidewalk will be done soon.

Truehl stated the timing of this project approval is to complete the offer to purchase and there is a valuation requirement on a date specific tied to the sale of the lot.

Hanna questioned if tabling this request will have a negative effect on the sale. Truehl stated a special meeting may be necessary.

Barman expressed concern that the zoning was not approved yet but likes the 2 building concept.

Motion by **Hanna** to Table the conditional use permit request, 2nd by **Krcma**. Motion carried 7 - 0.

Request by Todd Nelson for site plan approval to construct 2 four unit residential buildings at 314 W. Main Street.

Stacey explained the zoning requirement for a building separation of 40 feet while the proposal is for 20 feet. A code change would be necessary to approve the site plan as proposed. Stacey provided information obtained by other communities related to building separation requirements with many communities using fire and building codes to drive the building separation.

Todd Nelson could not be at the meeting and provided a letter regarding the project.

Truehl would like to see the dumpster moved to the east.

Hanna stated the landscaping plan is deficient and questioned the required gathering area. Stacey noted the applicant provided a picnic table on the site for a gathering area.

Truehl stated some of these zoning requirements appear to be for a larger development.

Barman also would like to see the dumpster moved to a new location and would like to see entrances and patio areas in the front of the buildings.

Truehl would like to have staff check with fire and EMS to make sure emergency access is appropriate.

Engelberger stated this project is close to downtown and maybe there is too much on the site to make it work. Engelberger stated we really need to look more closely at these building plans that come before us.

Motion by **Krcma** to Table the site plan request, 2nd by **Truehl**. Motion carried 7-0.

Stacey asked for direction for the developer to proceed.

Krcma stated he agrees with having front access and patio's.

Hanna likes the idea of patios in front, the landscaping plan needs to be updated for compliance and the dumpster should be moved to a new location.

Hanna stated a planned development is an option to allow more flexibility or changes could be made to the code related to development along Main Street.

Barman also likes the idea of a planned development to provide flexibility.

6. Request by Terry Rigdon for certified survey map (CSM) approval to combine the properties at 500 Dunkirk Avenue.

Stacey explained the request.

Motion by **Hanna** to recommend Council approval of the CSM as presented, 2nd by **Truehl**.
Motion carried 7 - 0.

7. Discussion and possible action regarding a proposed ordinance amendment of Chapter 2-376 relating to the Planning Commission member composition.

Truehl explained the ordinance amendment.

Mayor Olson explained how appointments have historically been chosen for the Planning Commission by choosing Council members with a background in the building trades. Mayor Olson stated there are letters from Attorney Dregne and the League of Municipalities regarding the legality of making changes to the Planning Commission composition.

Bartlett stated he does not have a problem with the change and having representation from each district is appropriate.

Truehl stated he does not have a problem with the change.

Engelberger stated he is not in favor of the change and does not see any advantages.

Barman stated we should not politicize the commission by adding more Council members.

Hanna agrees with Engelberger and Barman that there is nothing wrong with the current composition.

Stacey stated he is not in favor of making this change and that if anything adding more citizen members with expertise in the building trades would be more beneficial.

Krcma believe politics has been a part of the commission for years and that likely won't change so he is voting in favor of the change.

Motion by **Krcma** to recommend Council approval of the ordinance amendment as presented, 2nd by **Truehl**.

Engelberger stated no politics are being played here rather the commission reviews and votes on submitted plans according to the requirements. Engelberger stated he will vote against the motion for an amendment.

Truehl stated he is comfortable either way this goes and explained the intent of the amendment which stemmed from the last April appointments.

Mayor Olson stated anything can get political but this commission has the task of reviewing submitted plans according to specific requirements. Mayor Olson would like to see the commission stay with the same composition.

Hanna stated adding additional members won't change anything.

Truehl stated the current commission works well together and in many cases recommendations are going to Council with a unanimous vote.

Engelberger stated he was voted in by the citizens of district 2 but when on the commission he represents the whole City.

Motion failed 6 – 1 (Krcma voted yes)

8. Future agenda items.

Todd Nelson development of 314 W. Main Street.

9. Adjournment

Motion by **Krcma** to adjourn at 7:25 pm, 2nd by **Truehl**. Motion carried 7 – 0.

Respectfully Submitted,

Michael Stacey