

## **Planning Commission Meeting Minutes**

**Monday, May 8, 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; Todd Barman; Michael Engelberger; Matt Hanna; and Matt Bartlett

**Members Absent:** Todd Krcma

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

**Guests:** Jeff Stowe; Josh Stanz; Bob Feller; Jackie Mich; Mike Slavney; Craig Whitehead; Mark Lambert; Dean Sutton; Tom Pientka; John Hallinan; Kevin Yeska; Todd Nelson and Roger Springman.

**1. Call to order.** Mayor Olson called the meeting to order at 6:00 pm.

**2. Elect Vice-Chair.**

**Engelberger** nominated **Truehl** as Vice-Chair. There were no other nominations. Nomination approved 5 – 0.

Barman arrived at 6:02 pm

**3. Consider approval of the Planning Commission meeting minutes of April 10, 2017.**

Motion by **Truehl** to approve the minutes as presented, 2<sup>nd</sup> by **Hanna**. Motion carried 6 – 0.

**4. Council Representative Report.** Truehl stated the Aldi CSM was approved including the ETJ requests.

**5. Status of Developments.** Scheel gave an overview of the status of developments as outlined in the packet of materials. There were no questions.

**6. Request by Craig Whitehead, Crown Group for a conditional use permit to allow an outdoor display use including site plan approval for Tractor Supply Inc. at 1800 US Highway 51 & 138 (Former Walmart site).**

Scheel gave an overview of the request.

Mayor Olson opened the public hearing.

No one registered to speak.

Mayor Olson closed the public hearing.

Craig Whitehead explained the future plans for the property.

Jeff Stowe gave an architectural overview of the façade improvements including the transition from the old façade to the improved façade for the middle vacant area which will be improved once a tenant is attained. The façade improvements including paint will wrap around the building.

Bartlett questioned the outdoor speaker use. Craig Whitehead stated there will be one speaker on the west side and one on the front or south side which will be controlled so as to not create a disturbance for neighboring properties.

Barman questioned how the site will meet the parking requirements once a tenant is found. Craig Whitehead stated the parking is used jointly and parking has never been an issue on the site.

Stacey stated parking will be re-evaluated once an additional tenant is attained.

Motion by Truehl to recommend the Common Council approve the CUP resolution as presented, 2<sup>nd</sup> by Hanna. Motion carried 6 – 0

A discussion took place regarding the landscaping updates with Hanna and Barman in favor of adding some shade or small trees to add height, scale and streetscape.

There are currently no changes planned for lighting.

Further discussion about adding trees to the front landscaped area. Craig Whitehead stated he will look into adding small trees though he is not in favor of trees in front of shopping centers.

Motion by Truehl to approve the site plan resolution as presented, 2<sup>nd</sup> by Barman. Motion carried 6 - 0

**7. Request by Bob Feller, Iconica for a conditional use permit to allow an institutional residential use including site plan approval for a Senior Assisted Living Apartment at 2600 Jackson Street (Kettle Park West Lot 16).**

Tom Pientka gave an overview of the project.

Josh Stanz gave an overview of the exterior design.

Mayor Olson opened the public hearing.

No one registered to speak.

Mayor Olson closed the public hearing.

A discussion took place regarding market demand, mix of care, parking, unit sizes and price ranges.

Kevin Yeska gave an overview of the landscaping plan and bufferyard.

Motion by Hanna to recommend the Common Council approve the CUP resolution as presented, 2<sup>nd</sup> by Truehl. Motion carried 6 – 0

The group discussed courtyard fencing, plan for holiday parking, pedestrian connections to adjacent properties and development timing.

Motion by Hanna to approve the site plan resolution as presented, 2<sup>nd</sup> by Truehl. Motion carried 6 - 0

**8. Request by Forward Development Group to amend the General Development Plan for the Kettle Park West Commercial Center.**

Mayor Olson explained the applicant has requested to remove this agenda item from consideration but the public hearing has been noticed so we'll proceed with the public hearing.

Mayor Olson opened the public hearing.

No one registered to speak at the public hearing.

Mayor Olson closed the public hearing.

The agenda item was removed from consideration since the applicant will come back with a new proposal in the future.

**9. Request by Claudia Romero for approval of a shed installation at Head Start, 315 Mandt Parkway.**

Scheel explained the request.

Motion by Engelberger to approve the shed installation resolution as presented, 2<sup>nd</sup> by Hanna. Motion carried 6 - 0

**10. Request by the City of Stoughton for approval of parking and pedestrian improvements at Troll Beach, 401 Mandt Parkway.**

Scheel explained the request.

Motion by Truehl to approve the site plan resolution as presented, 2<sup>nd</sup> by Engelberger. Hanna suggested more bike spaces be added.

Bartlett questioned when lighting would be added. Scheel stated they are planning for the future by running conduits to island locations as part of this project.

Motion carried 6 – 0

## **11. Comprehensive Plan Rewrite**

Scheel introduced Jackie Mich and Mike Slavney of Vandewalle and Associates.

Jackie Mich explained where we are at in the process.

Mayor Olson opened the meeting for public comment.

Roger Springman would like to see an infill analysis done for development purposes; would like to see a population growth analysis; boundary on a map for 20 years of growth; school data and mapping; a commuter parking lot and a new vision for the northwest development area.

Jackie Mich gave an overview of the comments received as follows:

- Amount of growth is a concern
- Emphasis should be on redevelopment and infill
- Need for more bike and pedestrian trails
- Interest in commuter assistance and regional transit

Jackie explained the recommended changes as outlined in the provided memo.

Truehl discussed community concerns about the number of acres shown and phasing of development

Scheel explained the map helps the City control areas close to the border through extra-territorial jurisdiction and noted property needs to be contiguous to annex to the City.

Hanna agrees with Scheel about planning for the future and using extra-territorial jurisdictional controls.

Engelberger stated indicated all of the areas that are undevelopable which leads to more area being shown on the map. The map is used as a guide for the future.

Mike Slavney stated the State originally required 5 year growth interval plans but removed that requirement due to false expectations. Slavney stated the Urban Service Area Amendment (USAA) line is a phasing line of sorts since it takes about 6 months to go through the process to have it considered for change. Slavney noted they can include language on the map regarding steps to amend the USAA line and add a paragraph in the text explaining why the amount of acres is used in long range planning.

Hanna suggested changing the northwest corner of US Highway 51 East and Pleasant Hill Road to Planned Mixed Use.

Engelberger questioned what are the next steps in the process?

Jackie Mich stated a joint public hearing with the Common Council and Planning Commission possibly for June 27<sup>th</sup> where the Planning Commission would hold the public hearing and

provide a resolution of recommendation to Council. The Council could then approve the plan by ordinance.

Motion by Engelberger to recommend proceeding with the public hearing with the recommended changes being implemented in the final draft document.

Scheel questioned what to do with all the comments such as those at the public hearing tonight.

Mike Slavney stated they could show locations of undeveloped infill parcels on the map; not every parcel but major undeveloped areas.

John Hallinan stated the plan should be for no more than 20 years of growth and separate areas that are undevelopable.

The motion was 2<sup>nd</sup> by Truehl. Motion carried 6 – 0.

**12. Future agenda items**

KPW GDP amendment

**13. Adjournment**

Motion by Hanna to adjourn at 8:10 pm, 2<sup>nd</sup> by Truehl. Motion carried 6 – 0.

Respectfully Submitted,

*Michael Stacey*