

## **Planning Commission Meeting Minutes**

**Monday, November 13, 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 Barman and Matt Bartlett

**Members Absent:** Todd Krcma

**Staff:** Rodney Scheel, Director of Planning & Development

**Press:** Amber Levanhagen

**Guests:** Todd Nelson; Kevin Yeska; Kevin Burow; Brad Werginz; Brett Hebert; Emily Bahr; John Halverson; Alley Burke, Wade Kepaake, Mike Moderski, David Locke

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 October 9, 2017.**  
Motion by **Truehl** to approve the minutes as presented, 2<sup>nd</sup> by **Hanna**. Motion carried 6 - 0.
3. **Council Representative Report.** Truehl reported that Council approved
4. **Status of Current Developments.**  
Scheel explained the current status of developments as outlined in the packet and highlighted there have been 25 single-family new home permits so far this year compared to 16 total in 2016. Mayor Olson highlighted the grand opening of Aldi's and the groundbreaking of the Kettle Park West multi-tenant commercial building being constructed by KSW.
5. **Request by Todd Nelson for approval of a Planned Development - General Development Plan (GDP) to construct two 4-unit residential multiplex at 314 W. Main Street.**  
Scheel introduced the request and highlighted the exceptions being considered as part of the ordinance to rezone the property.

Mayor Olson opened the public hearing.

Alley Burke questioned the project including the location of the picnic table and dumpster. She would like to see these items moved farther away from the property line.

Mayor Olson closed the public hearing.

Todd Nelson answered questions. He indicated the east driveway on the east property line will not connect to the driveway/parking that serves the buildings from Prairie Street. He reported the dumpster had been moved based on previous comments from neighbors at a previous meeting.

Motion by **Hanna** to recommend approval of the rezoning ordinance as presented , 2<sup>nd</sup> by **Bartlett**. Barman would like to see the buildings have front entrances facing Main Street and would be open to having the buildings closer to the Main Street property line. A discussion about the position of the buildings on the site took place. Scheel reminded the Commission that if they prefer the buildings to be closer to Main Street they should consider amending the proposed rezoning ordinance. Hanna made a friendly amendment to amend the motion to change the

minimum front setback for the Main Street frontage to 16 feet. The friendly amendment was accepted by the Bartlett as the second.

The SIP will be submitted and considered at a future meeting taking into consideration the comments raised by the Commissioners and during the public hearing.

Motion with amendment carried 6 - 0.

**6. Request by Kevin Yeska for approval of a specific implementation plan amendment for Lot 7, Kettle Park West Commercial Center.**

Scheel introduced the request.

Kevin Yeska gave an overview of the SIP amendment submittal materials.

Barman indicated the changes make sense to him and appreciates the connection to the shared bike/ped trail.

Motion by Hanna to approve the SIP resolution as presented, 2<sup>nd</sup> by Truehl.

Motion carried 6 - 0.

**7. Request by Kevin Burow for approval of a specific implementation plan for McFarland State Bank, Lot 5, Kettle Park West Commercial Center.**

Scheel introduced the request.

David Locke gave an overview of the operations of the new facility indicating the full service facility with have significant technology integrated into the project.

There were some questions about the circulation on the site. Kevin Burow explained the aisle widths, traffic pattern and parking configuration.

Motion by Truehl to approve the SIP resolution as presented, 2<sup>nd</sup> by Hanna.

Motion carried 6 - 0.

**8. Request by City of Stoughton for site plan approval to construct a public works facility at 2439 County Highway A.**

Scheel explained the request and explained the City will be closing on the remaining parcel this week. Annexation, rezoning and a Conditional Use Permit process will be forthcoming.

Brad Werginz explained the site plan. There was a discussion about the traffic flow, building elevations, landscaping, etc.

Motion by Engelberger to approve the site plan resolution with the conditions as presented, 2<sup>nd</sup> by Truehl.

Motion carried 6 - 0.

**9. Request by Ashley Everson for an extra-territorial land division (CSM) approval to combine 2 parcels at 1937 Quam Drive, Town of Dunn.**

Scheel explained the request.

Motion by Truehl to recommend the Common Council approve the resolution with the exception as presented, 2<sup>nd</sup> by Engelberger. Motion carried 6 - 0.

**10. Future agenda items.**

We expect the SIP for 314 West Main Street will be at the next meeting.

**11. Adjournment**

Motion by Hanna to adjourn at 7:15 pm, 2<sup>nd</sup> by Truehl. Motion carried 6 – 0.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Rodney Scheel". The signature is written in black ink and is positioned below the "Respectfully Submitted," text.