

Planning Commission Meeting Minutes

Monday, January 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; Michael Engelberger; Matt Hanna; Greg Jenson; Todd Krcma; Mike Maloney

Absent: Scott Truehl

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

Press: Amber Levenhagen

Guests: Dennis Kittleson; Amy Kittleson; Matt Bartlett; Tom Majewski; Peggy Veregin; Dennis Steinkraus; Kevin Yeska; Sid Boersma; Troy Mleziva

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 December 12, 2016.**
Motion by **Engelberger** to approve the minutes as presented, 2nd by **Krcma**. Motion carried 6 – 0.
3. **Council Representative Report.**
Jenson stated the following was approved by Council: An ordinance amendment for the keeping of chickens was approved; Kettle Park West – Phase IIA Final Plat; Approved the development agreement for Kettle Park West Phase IIA. The Council is still reviewing the configuration of Oak Opening Drive at STH 138.
4. **Status of Developments.** Scheel gave an overview of the status of current developments as outlined in the packet. There were no questions.
5. **Dennis and Amy Kittleson request project review approval to demolish the building at 315 E. Main Street.**
Scheel explained the request.

Mayor Olson stated a request has been made to speak regarding this request. The Commissioners agreed to allow people to speak.

Dennis and Amy Kittleson explained their intent is to remove the building and have a public gathering park-like greenspace.

Tom Majewski stated he is distressed about the potential removal of the building because it is one of the last stick built structures within the downtown.

Dennis Kittleson stated the building has been vacant for quite some time and it has deteriorated. The property was for sale for 4-5 years.

Krcma questioned if there are redevelopment plans or will the property remain greenspace.

Amy Kittleson stated there are no plans other than creating a gathering space. Possibly gardening or a little free library to mirror the City Library.

Hanna questioned if zoning would allow greenspace. Scheel stated it is very likely the space will be redeveloped at some point and will need to meet code at that time.

Hanna stated the building is deteriorating and no one is restoring it. Hanna will vote in favor of the request because it is not feasible to invest in the structure at this point.

Jenson asked if they had tried to sell the property or if anyone has any interest in restoring the structure.

Dennis Kittleson stated they have not tried to sell it and no one has indicated any interest in restoring the structure.

Engelberger stated he is not in favor of removing the building from the downtown. He recommends tabling the request and send to the Landmarks Commission for review.

Motion by **Engelberger** to table the request and refer to the Landmarks Commission for review.

Motion failed for lack of a 2nd.

Krcma questioned what requirements are there for a new structure. Scheel stated there are pretty stringent requirements for a new structure in this district.

Krcma questioned how long has the property been vacant. Dennis Kittleson stated at least 5 years.

Scheel stated staff met with City Attorney Dregne to review this proposal and if the Commission desires we could have Attorney Dregne review the requirements.

Motion by **Jenson** to table the request and have City Attorney Dregne review this request for compliance with ordinances and bring back next month, 2nd by **Maloney**

Dennis Kittleson stated he is concerned about timing since he has a contractor to do the demo by the end of January or beginning week of February.

Engelberger stated there are 2 landmarks commissioners that feel the request does not meet the requirements of the code.

Motion carried 5 – 1 (Krcma voted no)

6. Kevin Yeska of JSD Professional Development requests Specific Implementation Plan amendment approval for Kwik Trip, 1359 US Highway 51.

Scheel introduced the request.

Kevin Yeska gave an overview of the amendments to the specific implementation plan. The 3 changes include increasing the building size by about 1,550 square feet; reducing the size of one of the underground fuel storage tanks and adding a parking stall. Kwik Trip would like to include adding two 6' x 6' patio areas near the pedestrian walkway on the US Highway 51 frontage that are not shown on the submitted plans.

Troy Mleziva explained the reasoning for the amendments is primarily to meet the needs of the customer and improvements to their business approach to their clients.

Mayor Olson opened the public hearing.

No one registered to speak.

Mayor Olson closed the public hearing.

Scheel stated any approval should include a statement that Attorney Dregne will draft the ordinance to reflect the recommendation to Council and include the amendments.

Kevin Yeska further explained the patio area locations.

Motion by **Krcma** to recommend the Common Council approve the amended Specific Implementation Plan subject to the City Attorney drafting an ordinance to reflect this approval; staff review letter dated January December 29, 2016; including the 4 site plan revisions as proposed, 2nd by **Jenson**.

Engelberger questioned the exceptions being requested. Scheel stated the exceptions were approved as part of the original specific implementation plan.

Stacey read the 3 exceptions as originally requested and approved. Kevin Yeska explained the reasoning for the tree spacing exception.

Motion carried 6 – 0.

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

Scheel gave an overview of the site plan.

Mark Seidl introduced Tom Howald Director of Real Estate for Aldi's.

Tom Howald explained the site and use of the property. Tom requested that as an alternative to sidewalk being installed along Hults Road they propose to add a sidewalk section at the corner of Jackson Street and Hults Road for better crossing connectivity. Additionally, Tom requested

the dumpster only have a front gate since the dumpster will be mostly out of the public eye by being recessed in their loading dock area and located next to a retaining wall.

Motion by **Jenson** to approve R-1-2017 for site plan approval subject to the staff review letter dated January 3, 2017, 2nd by **Krcma**.

Hanna stated the sidewalk alternative seems to be a good option.

Hanna questioned what will happen to the remnant piece of land. Tom Howald stated the Baxter's plan to keep that piece of the parcel.

Hanna questioned if a CSM will be necessary to separate the parcel. Scheel stated he did not yet know.

Mark Seidl stated the right-of-way essentially splits the property off into separate parcels. Maloney agrees.

Maloney questioned Hults Road ownership and future upgrades. Scheel stated Hults Road to the north where it meets Stoughton Garden Center is in the City limits. Scheel stated Hults Road could be modified in the future to include curb and gutter and sidewalk, but there is not timeframe for such a project.

Mark Seidl stated Hults Road has a narrow right-of-way so it is difficult to install sidewalk on the Aldi site.

Hanna questioned the signage used for traffic flow through the site. Mark Seidl explained the location of signage.

There was future discussion about the dumpster enclosure.

Jenson and Krcma agreed to make their motion subject to the dumpster enclosure only having a front gate and no sidewalk being required along Hults Road at this time. Motion carried 6 – 0.

8. Request to approve a Certified Survey Map to split the property at 1600 Williams Drive. Scheel explained the request.

Motion by **Jenson** to recommend the Common Council approve the CSM as presented, 2nd by **Krcma**.

Krcma questioned if the easements are ample to accommodate the stormwater management. Scheel stated changes have been made to add additional easements to accommodate stormwater.

Motion carried 6 - 0.

9. Comprehensive Plan Rewrite.

Scheel stated there is a request by Lisa Nelson to add her property to the future land use map. The Commissioners agreed to add the Nelson property as Planned Neighborhood. They desired to expand this area west to approximately Starr School Road.

Scheel stated staff has made many narrative changes to the draft plan and map including changing the two-family designation on the future land use map for two-flat properties to single family residential.

A discussion took place regarding the RR corridor and the residential neighborhood areas around the downtown. The consensus is to change the future land use map for the neighborhood area to either planned neighborhood or planned mixed use.

Engelberger stated would like the existing land use maps along with the proposed maps for comparison at the Open House.

A discussion took place about bike and pedestrian routes.

Hanna suggested Jackson Street be looked at more closely since it will serve as a travel route including bicycles.

Hanna would like to see highlights on the future land use map to show changes for the Open House.

10. Future agenda items.

Casey's General Store and the Dennis and Amy Kittleson demo request.

11. Adjournment. Motion by **Jenson** to adjourn at 7:50 pm, 2nd by **Hanna**. Motion carried 6 – 0.

Respectfully Submitted,
Michael Stacey

Special Planning Commission Meeting for Comprehensive Plan Open House
Thursday, January 19, 2017 at 5:00 pm
EMS Training Room, 516 S. Fourth Street, Stoughton, WI.

Members Present: Mayor Donna Olson Chair; Michael Engelberger; Matt Hanna; Greg Jenson; Todd Krcma; Mike Maloney and Scott Truehl

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

Guests: Open to the public – Approximately 53 in attendance

Rodney Scheel gave an introduction to the Open House.

Jackie Mich and Mike Slavney of Vandewalle and Associates gave 2 presentations summarizing the draft Comprehensive Plan Rewrite including:

- Stakeholder Involvement
- Next Steps in the process
- Defined what a Comprehensive Plan is
- Gave an overview of the 9 maps
- Summarize key points taken from the workshop, community survey and various meetings

Open House ended at 8:00 pm

Respectfully Submitted,
Michael Stacey