

Planning Commission Meeting Minutes

Monday, July 10, 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; Todd Barman; Michael Engelberger; Matt Hanna; and Matt Bartlett

Members Absent: Todd Krcma

Staff: Zoning Administrator, Michael Stacey

Press: Amber Levanhagen

Guests: Dennis and Amy Kittleson; Bob Williams; Tom Lynch and Susan Schuster

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 June 12 and June 27, 2017.** Motion by **Hanna** to approve the minutes as presented, 2nd by **Truehl**. Motion carried 5 – 0.
3. **Council Representative Report.** Truehl reported the Council held the public hearing and had a first reading for the Comprehensive Plan Rewrite. The Council also approved a conditional use permit for Laura Viney's daycare, a condominium plat for Kettle Park West Lot 7 and 2 extraterritorial land division requests.
4. **Status of Developments.** Stacey gave an overview of the status of developments as outlined in the packet of materials. Hanna questioned the status of the landscaping plan for the Todd Nelson Apartments on S. Van Buren Street. Stacey stated they had to revise their stormwater management plan and the landscaping is anticipated to be installed soon.
5. **Request by Tom Lynch, Parks and Recreation Director for approval of a Shelter and Splash Pad at Nordic Ridge Park, 1300 Hoel Avenue.**
Tom Lynch explained the request.

Bartlett arrived at 6:03 pm

Mayor Olson presented a letter from the Stoughton Area Youth Soccer Association in favor of a soccer field at Nordic Ridge Park.

Tom Lynch stated the overall plan for the park is still being reviewed by staff including the positioning of the building for solar if applicable.

Stacey stated this request is just to approve the shelter and splash pad with the overall park plan coming back for review of the landscaping, lighting, parking, etc...

Motion by **Truehl** to approve the resolution as presented, 2nd by **Bartlett**. Motion carried 6 – 0.

6. Request by Bob Williams to discuss a proposed planned development related to an addition and site improvements at BP Stop n Shop, 1009 W. Main Street.

Bob Williams explained the request is to move the beverage cooler outside the existing building while providing some building exterior and site improvements.

Truehl questioned what is planned for the exterior. Bob Williams explained.

Stacey explained the planned development is starting over from the beginning which requires a concept plan approval prior to a general development plan public hearing. Stacey noted the applicant would like to know if the commission is willing to consider exceptions related to landscape surface area ratio and for separation distance between buildings. There is also an overage of parking that could be approved as part of the process. It is at the Commissions discretion if the applicant should come back with a more detailed concept plan or provide a general development plan for public hearing.

Bob Williams stated he would like to proceed through the process as fast as he can.

Truehl stated there should be a reduction in parking stalls which will increase the greenspace. Truehl would like to see some greenspace near the southeast area of the lot.

Barman is concerned about the parking overage and traffic circulation especially between the pumps and the building.

Truehl stated adding another parking stall between the building and carwash would eliminate thru-traffic.

The commission had a lengthy discussion summarized as follows:

- Haphazard traffic pattern due to no curbing along the east side of the property;
- There is a need for better pedestrian markings;
- Curb stops are necessary;
- Arrows on pavement will help traffic flow;
- Traffic patterns discussed;
- More greenspace desired in the front of the building;
- Commissioners agreed to have the applicant bring the general development plan back for public hearing in August;
- Add parking in front of the building if possible;
- Bike rack should be moved to the south of the building;
- Discussed moving building entry to the rear and leave parking on the south.

The applicant plans to bring a plan back in August to address these concerns.

7. Request by Dennis and Amy Kittleson for approval of a detailed landscaping plan for 305-315 E. Main Street.

Mayor Olson provided an overview of the request. Stacey summarized the April 2017 Planning Commission resolution which approved the demolition of the building contingent on a detailed landscaping plan be submitted for approval. Stacey stated the zoning code and resolution provide no guidance for the applicants related to submitting a detailed landscaping plan.

Engelberger stated the resolution is simply an opinion not fact based.

Bartlett believes the proposed open space or park is not allowed in a business district.

Mayor Olson discussed a recent conversation with Attorney Dregne who stated the property is simply a vacant parcel.

A lengthy discussion took place which is summarized as follows:

- Bartlett - Applicants proposed the site to be a private/public park;
- Barman- Landscaping should have some economic advantages and possibly tie in to another use such as the library or a restaurant;
- Dennis Kittleson – Had no idea what they were getting into when they purchased the property;
- Hanna – Similar to the Marathon site when the City took the building down, that was an economic decision;
- Stacey – Believes the property is in transition and will likely be redeveloped in the future. The code related to the downtown design overlay zoning district was not likely written with the idea that the requirements related to economics would be for open space;
- Truehl – It is a blighted property and he originally had concerns about the liability of a public/private park use. Believes the economics will come with improvements to Kittleson's existing building next door. Supports plan and encourages others to support it;
- Barman – The property is within the overlay district and has historic value. No current plans for redevelopment of the site has an effect on decision making;
- Landmark/historic status discussed;
- Hanna – Would like to see the plan move forward and questioned what is an acceptable plan;
- Amy Kittleson - They only suggested the park concept because they believed it would be a positive for the City;
- Barman – Referring to the submitted landscaping plan and noted the Commissioners give opinions based on our expertise. The proposed split rail fence is more rural and not appropriate in the downtown. Adding a bench would be a nice feature instead of just grass. Concerned about long term maintenance of an annual bed and prefers perennials.

- Truehl – Agrees with Barman. Suggested creating a path through the parcel with a bench and a planting bed in the northwest corner. Possibly relocate the tree to another location.
- Dennis Kittleson - They were concerned about the binding term used by the City Attorney. Amy Kittleson is a master gardener.
- Barman – All plans that are approved by the Planning Commission are binding.
- Hanna – Add a few trees from the City recommended trees list and perennial beds with no specific details related to varieties.
- Truehl - Would like to see more details with a path if the applicant's choose to provide one. This is a prominent corner of the City.
- Amy Kittleson - Questioned if there are requirements for a path or tree location.
- Stacey – No specific requirements for tree location except possible vision requirements.
- Barman – Would like it noted on the plan what type of hardscape is being used such as cobblestone. ADA accessibility should be considered. Provide details about the bench.
- ADA accessibility is likely required if open to the public.

Motion by **Truehl** to refer this agenda item until August 14, 2017, 2nd by **Hanna**. Motion carried 6 – 0.

Ms. Susan Schuster spoke in favor of saving the building

Barman stated at this point the Commission's hands are tied and suggested Ms. Schuster has one month to come up with an offer that the Kittleson's would accept.

Engelberger stated he disagrees with Barman. Engelberger stated this process was botched and he will have more information by the next meeting.

8. Future agenda items.

BP Stop and Shop General Development Plan.

9. Adjournment

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

Respectfully Submitted,

Michael Stacey