Plan Commission Meeting Minutes
Monday, November 11, 2019 at 6:00 pm
Public Safety Building, Council Chambers, Second Floor, 321 S. Fourth Street, Stoughton, WI.

Members Present: Mayor Tim Swadley, Chair; Todd Barman; Phil Caravello; Thomas Majewski; Tom Robinson; Tom Selsor; and Brett Schumacher
Members Absent: None
Staff: Rodney Scheel, Director of Planning & Development; Michael Stacey, Zoning Administrator
Press: None
Guests: Jeff Davis; Chuck Davis; Brad Anderson; Katie Sappey; Emily Bahr; Scott Foley; Natalie Richter; Chris Overson; Bob Dvorak; Dennis Steinkraus; Jim Bricker; and Brittany Rusch.

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

2. **Consider approval of the Plan Commission meeting minutes of October 14, 2019.**
   Motion by **Schumacher** to approve the minutes as presented, 2nd by **Caravello**. Motion carried 7 - 0.

3. **Council Representative Report.** Caravello reported the Good View Condominium Final Plat was approved and the Preliminary Plat Concept for The Meadows at Kettle Park West was discussed including Kettle Park West Phase 2 TIF.

4. **Staff Report - Status of Current Developments.**
   Scheel gave an overview of the current status of developments as outlined in the packet. There were no questions.

5. **Request by Dvorak Investments II, LLC for direct annexation of 51.315 acres of land along the west side of US Highway 51 north near County Highway B, from the Town of Dunn. (Tabled on October 14, 2019)**
   Scheel explained the request and provided information about the meeting with the Town of Dunn that he and Mayor Swadley had.

   Mayor Swadley gave an overview of the meeting with the Town of Dunn.

   Caravello asked if a boundary agreement was discussed. Scheel stated it seemed there was a general acknowledgement that natural environmental corridors exist that will limit development to the north and west.

   Schumacher questioned if the home in the middle of the annexation area would become part of the future development or would be removed when a roundabout is installed at Hwy 51 and County Road B. Scheel stated the roundabout is not planned to remove the farmstead. At this time, it is not known whether the dwelling would be removed as part of a development plan.

   Caravello stated the Dept. of Administration (DOA) recommends the City work with the Town of Dunn on a boundary agreement. Mayor Swadley stated that is something we could look at in the future but does not appear to be necessary now and the DOA includes that statement as a standard in their letters.

   Majewski asked if the City worked with the Town so the Comprehensive Plan did not conflict. Scheel stated all the Towns were included in the Comprehensive Planning process. The City

focuses on the 1.5-mile extra-territorial jurisdiction from the current City borders and it is not uncommon for city and town plans to disagree in this overlap planning area. Scheel stated the annexation area is within the 1.5-mile jurisdiction of the City and in the City's Comprehensive Plan for City development.

Motion by **Schumacher** to recommend the Common Council approve the annexation as presented, 2nd by **Barman**.

Caravello would like the City to focus on areas where there is approved urban service area. Majewski and Schumacher agree with Caravello.

Schumacher will support this annexation because he believes it is an important area for the City to have control of since it is the entry to the City.

Mayor Swadley supports the annexation because it allows the City to better plan for future development of that area.

Motion carried 5 – 2 (Majewski and Caravello voted no)

6. Request by Natalie Richter for a conditional use permit (CUP) to allow group daycare and nursery school uses and site plan approval to construct a new building at 1940 Jackson Street.

Scheel explained the request.

Scott Foley of Ultimate Construction explained the existing building is planned to be removed and the existing foundation will be altered for the new building.

Brittany Rusch, Pumpkin Patch Board President summarized the Pumpkin Patch operation.

Schumacher questioned the need to remove the existing building. Scott Foley stated the cost to remodel exceeds the cost to replace; the building has mold and is in very poor condition.

Majewski asked why they don't rent from the Stoughton Schools. Brittany Rusch stated they do not need that much room.

Majewski is concerned about the number of children (60) being dropped off and the traffic it will generate. Brittany Rusch stated children are dropped off at different times during the day and at least 10 children are bused in.

Barman asked if they knew of the history of the building. Scott Foley stated the building was built in the 90's and is pretty rough inside. Natalie Richter, Pumpkin Patch School Director stated the building is not the right size for the number of children they intent to have.

Selsor stated he owns the adjacent 4-unit residential building to the east and lives within Kensington Square so he plans to abstain from voting on this project. Selsor stated some adjacent

owners may be concerned about when children would be outside playing. Natalie Richter explained the times when children would be playing.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Schumacher questioned what the license requirement is for square feet per child. Natalie Rusch stated 175 square feet per child.

Motion by **Barman** to approve the site plan as presented, 2nd by **Caravello**. Motion carried 6 – 0 (Selsor Abstained).

Motion by **Schumacher** to recommend the Common Council approve the conditional use as presented, 2nd by **Caravello**. Motion carried 6 – 0 (Selsor Abstained).

7. Request by Natalie Richter for a certified survey map (CSM) approval to combine the parcels at 1940 Jackson Street.
Scheel explained the request.

Motion by **Schumacher** to recommend the Common Council approve the CSM as presented, 2nd by **Caravello**. Motion carried 6 – 0 (Selsor Abstained).

8. Request by Forward Development Group for approval of a preliminary plat for The Meadows at Kettle Park West.
Scheel explained the request.

Mayor Swadley opened the public hearing

No one registered to speak.

Mayor Swadley closed the public hearing.

Scheel stated this agenda item will be back for more discussion and recommendation to Council in December.

The group discussed alleys within the proposed planned development area.

Mayor Swadley stated there are 3 listening sessions regarding this development as follows:

- Friday, November 15, 2019, 2:00-3:30 p.m. at Vennevoll Clubhouse, 400 N. Morris St.
- Wednesday, November 20, 2019, 6:30-8:00 p.m. at the Fire Department Training Room, 401 E. Main St.

- Saturday, November 23, 2019, 10:00-11:30 a.m. at the Fire Department Training Room, 401 E. Main St.

9. Request by Exclusively Roses, Inc. for site plan approval to construct a new building at 421 Glacier Moraine Drive.
Scheel explained the request.

Brad Anderson, Vice-President of Exclusively Roses explained their business has been growing steadily and they are in need of a larger facility for expansion.

Jeff Davis of Davis Steel Buildings gave an overview of the building design and materials proposed to be used.

Barman questioned the colors proposed to be used. Jeff Davis provided a sample of the pearl gray metal and devotion brick.

Schumacher asked what the future plans are for Exclusively Roses. Brad Anderson stated the site is large enough to allow for a future expansion of 5,000 – 6,000 square feet of additional area.

Scheel explained the current work being done under City contract for the street and utility work.

Barman questioned the drive width mentioned in the staff review letter. Jeff Davis stated the plan was changed to meet zoning requirements.

Majewski recommended changing the Linden trees to something else since Linden's are susceptible to damage by Japanese beetles.

Schumacher stated the crabapple trees are susceptible to scab disease so finding a crabapple tree resistant to this disease will be beneficial.

Motion by **Barman** to approve the site plan as presented, 2nd by **Robinson**. Motion carried 7 - 0.

10. Request by Chris Overson to consider changing the zoning code to allow temporary shelters in the Planned Business district and specifically at 556 E. Main Street.
Scheel explained the request.

Chris Overson stated he can understand the reasoning to not allow temporary structures within residential areas but commercial areas should not be an issue.

Barman questioned if this would be similar to Kopke's Greenhouse. Stacey stated Kopke's acquires a temporary use permit yearly for plant sales.

Majewski stated he is not in favor of changing the ordinance to allow these types of structures in a commercial setting.

Scheel stated he would like some guidance for how to proceed such as potential districts and requirements.

Barman agrees with Majewski about no change to the ordinance.
Robinson stated if changes are made he would need to see requirements for size and quantity but he is not in a position to discuss at this point.

Mayor Swadley questioned how the existing buildings and temporary shelter are used. Chris Overson stated some buildings are used for 84 Lumber and other space is used for a construction company while the temporary structure is used for additional storage area for a tenant.

Mayor Swadley stated he is having a hard time changing the code for an existing non-conforming temporary structure and the structure should be taken down.

Barman stated he does not want to change the code to allow temporary structures. Majewski, Caravello and Schumacher all agree.

11. Housing Affordability and New Housing Fee Reporting requirements.
Scheel explained the request.

Barman stated the Table of Contents should label what the Appendix numbers refer to and the Fee Report should be added to the appendix.

Motion by **Barman** to recommend Common Council approval as amended, 2nd by **Majewski**. Motion carried 7 - 0.

12. Future agenda items.
Kettle Park West Preliminary Plat.

13. Adjournment.
Motion by **Robinson** to adjourn at 7:38 pm, 2nd by **Schumacher**. Motion carried 7 – 0.

Respectfully Submitted,

Michael P. Stacey