

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION
held on Monday, February 8, 2016 at 6:00 p.m., in the Board Room, at the Municipal Center
Chairman White Presiding.

A. OPENING OF SESSION AT 6:00 P.M.

1. Plan Commission meeting called to order PC Chairman White.

2. Clerk will take attendance and roll call.

Roll call indicated 7 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	YES

Village Staff in attendance: Higgins, Donner, Tatro, Wehner, Christiansen, and Parker.

3. Requests for Silencing of cellphones and other electronic devices.

B. NEW BUSINESS

4. Discussion and Action by Plan Commission on Director's recommendation to approve the adoption of Official Map for the Village of Weston, per the specifications, conditions, and limitations of the submitted staff report, and forward to the Board of Trustees for their consideration.

Higgins stated this map is also within the (Chapter 11) Transportation Plan. The intention was to have this official map adopted now, as we will not be acting on entire Comprehensive Plan until later this year. We are moving forward on this official map so that it can be adopted and in place before the construction season. The public hearing is scheduled for this next Monday's Village Board meeting. PIC has already approved this official map. Now PC needs to make its recommendation to the Board. She mentioned there was a question on Fuller Street, which already has 66 feet right-of-way. This is highlighted on the map because there is a future project to rebuild the street with curb, gutter, & sidewalk.

Zeyghami questioned why the right-of-way widths are shown. Higgins stated the widths shown, is the right-of-way width desired. She said by showing the right-of-way width, this prompts staff, when reviewing CSM's, to acquire the correct right-of-way during the CSM approval process. She commented this map also assists staff in cases where areas are planned to be improved, which will prompt staff to not allow improvements within an area that a future planned roadway will go through. It was pointed out this is a future transportation map, not what is occurring now.

There was discussion on the future interchange study area (Ryan Street, over STH-29), along with the future Eau Claire River crossings, meant to connect the Sandy Meadow areas out to the east. Higgins explained the Town has already adopted their official map, and how they are planning a future bike lane/path from Weston's Ross Avenue path out to Townline Road (Cty. Rd. N). Higgins stated she will be talking to Milt Olson, when he returns this spring about any needed additions to their Official Map.

Motion by Schuster, second by Diesen, to approve the adoption of Official Map for the Village of Weston, per the specifications, conditions, and limitations of the submitted staff report, and forward to the Board of Trustees for their consideration.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	YES

C. PUBLIC COMMENT

5. Comments from the public on issues, which the Plan Commission has oversight or on business items that might be recommended to the Board of Trustees.

There were no comments from the public.

D. CONSENT ITEMS – PLAN COMMISSION

6. Approve previous meeting(s) minutes from the Plan Commission January 11, 2016, regular meeting.

Motion by Diesen, second by Stenstrom, to approve the Plan Commission January 11, 2016 regular meeting minutes.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	YES

E. DISCUSSION AND REVIEW OF COMPREHENSIVE PLAN DRAFT CHAPTERS

Higgins explained how the volumes and chapters are being broken out and reviewed, and then later the entire Comprehensive Plan will be re-adopted at one time. She explained how this will be done in three volumes, so some of the chapters you have seen, or are seeing, will be renumbered. She explained what the volumes will consist of.

7. Chapter 6 Housing and Neighborhoods

Higgins pointed out this is draft 2 of this Chapter. All Commissioner and Staff comments received previously have been integrated in the updated drafts.

Stenstrom made some suggestions:

Page 6-1, second outlined heading, where it reads “Weston has been a desirable...”. He feels it should state “Weston is a desirable...”, or “Weston remains a desirable...”.

Page 6-2, under **6.1. Paragraph**, where it reads “There has been little housing development in Weston since the late 2000s crash.” He feels that sentence should be stricken, as it does not pertain anymore, and does not serve a useful purpose anymore.

Page 6-4, under **6.5.2 Achieve a Desirable Mix of New Housing**, within the second paragraph, where it reads “Specifically, the Village intends to require that single-family units comprise a minimum of 65% of all new housing units within each “Planned

Neighborhood” area shown...”. Though he understands the purpose behind this, he feels this is unachievable. He feels this will cause a race for whoever wants to develop non-single-family houses to get there first, and take up the 35% before others can. Higgins clarified this is the desire within the mixed use neighborhoods (planned neighborhoods). There would have to be a master plan, and a rezoning to that zoning designation.

Page 6-4, under **6.5.2 Achieve a Desirable Mix of New Housing**, within the third paragraph, “As the Baby Boom generation ages...”. He feels this is something the Finance Committee should weigh in on. Higgins stated this is something that will go before Finance. White commented also on looking at impact fees for our SAFER. Johnson questioned what will happen with these senior housing, what will happen with all the beds, once the Boomers generation have passed. Higgins stated this was one of the reasons, besides the impact to SAFER, the Board had requested we limit further construction of assisted living and senior housing.

Page 6-7, the first paragraph, “Seeking partnerships wherever possible, ...”. He feels we should not identify a particular program, as we do not know who will be there in the next year, that we should strike the text following the second comma.

Page 6-7, under 6.5.5, the second bulleted point, “At least 60% of building exterior materials must be some combination of brick, ...”. He gets the impression that this is how we want single-family houses to look. He feels it seems we are trying to put the same kind of brick requirements from commercial developments onto single-family housing. Wehner clarified this pertains to mobile homes (or manufactured homes), multiple family, and rental housing developments – not single-family homes.

Wehner pointed out to Higgins that the term “Mobile Home” needs to be changed to “Manufactured Home”, which then led to questions and discussion from Stenstrom on the difference between a manufactured home (mobile home) and his own single-family home, which is considered a manufactured home. Wehner clarified where it states manufactured homes, we are meaning manufactured home communities (mobile home parks), and a home such as Stenstrom’s, is classified as a single-family home in our zoning code.

8. Chapter 7 Natural, Agricultural and Cultural Resources

Stenstrom made some suggestions:

On the cover page, second outlined heading, where it reads “In the 21st Century, Weston still understands...”. He feels we should strike the word “still”. Within the next sentence, where it reads “Weston will continue to be a steward of its land and...”, he feels we should strike “to be a steward of its”, and have that sentence read “Weston will continue its stewardship of its land and water...”.

On page 7-2, under **7.4 Policies**, #7. Stenstrom is concerned if we are planning to have commercial development along the north side of Weston Avenue, there will be conflicts with allowing farming across the road. Higgins and Wehner explained to Stenstrom this is not talking about the land directly along the south side of Weston Avenue, that this talks in general about undevelopable land in the south east area of the Village.

On page 7-5, where it talks about signage welcoming in people, if it would be an option to have signs at the borders, thanking people for traveling through/visiting Weston.

Johnson pointed out on page 7-11, the sidebar that belongs here is up on the previous page.

Wehner pointed out on page 7-11, under the second paragraph where it refers to “green”, and how the preferred term is “sustainable”.

Stenstrom commented on the first paragraph on page 7-11, where the indication of a recycling “contest” is made. He feels that since the households referred to, did not volunteer to participate, that it was not a contest, rather it was an inspection. He stated he takes great umbrage at our calling this a contest, when they were not asked first. He said that though he does not have a problem with what we are doing here, but he feels we should not call it a contest. White suggested it is a random sampling.

Stenstrom pointed out on page 7-10, the comments on the Water Star Commission. The last half of the paragraph under 7.5.5, “At time of writing the Water Star Community Program had been suspended indefinitely while the UW-Extension Natural Resources Education program evaluates its program priorities following recent cuts to the University of Wisconsin System.” He feels if this program no longer exists, it should be removed from this document. Wehner stated including this in this document shows that we have put the time and energy into becoming a Water Star Community. He said it also shows that we are a transparent community trying to better itself. Higgins stated this was one of the ways that we became a Green Tier Community also. Kollmansberger suggested we just remove the sentence talking about it being suspended. The others agreed to this suggestion.

9. Chapter 11 Transportation

Stenstrom questioned what the Village's definition of a wheel tax (as used under the Funding section of the cover page). White thought this was something the County is considering implementing, which is based on the vehicle's size, and in some cases weight. White stated an additional \$10.00 goes back to the County, and some funds go to the municipality, as your share. Stenstrom is concerned that if a taxpayer (or potential taxpayer) would be upset if they read this in this document. Stenstrom feels the County should be the one to announce this, not the Village. Donner thought the County has its own wheel tax program being proposed, and that Weston was then considering its own wheel tax to be added on to the County wheel tax, which the County collects, but then passes on to the Village. Stenstrom feels people will go outside our community to register their vehicles.

Strenstrom then questioned the resort tax. It was explained to Stenstrom this is something the entire metro area has been talking about and working on together. It was explained to Stenstrom the tax is on certain goods and services. This would not apply to places such as WI Baseball Academy. Stenstrom again feels something like this should not be mentioned here, as it will keep businesses from coming in. Higgins stated these are "possible funding" ideas. Kollmansberger stated she would rather we be forthright and state it, versus hiding it. It was explained the wheel tax is based on roadways, which is where the funds would get applied to.

Higgins stated we are trying to get all our potential options out on the table now, so that we can plan and budget. Higgins stated we are going to have to have a real conversation, as in the near future, we will have a lot of roads coming due for maintenance all at one time, and we need to have the funds for this.

Schuster commented on how we have to create these fees (or taxes) to cover the costs of certain services, as the State will not allow us to raise taxes for the services, yet the State keeps reducing the amount of aid it provides us.

Stenstrom suggested within section 11.1, on page 11-2, if we could add some language about how we do not control some of the corridors (such as Camp Phillips Road being under County jurisdiction). Wehner stated this is mentioned within the documents.

F. REPORTS FROM STAFF

10. Report from Planning and Development Director.

Higgins stated she is now required to give her monthly Board report to the PC & CDA monthly. She pointed out the department's strategic plan and where we are at in our plan. She also mentioned a new Services Division has been created, which consists of the Planning & Development Department, Operations Department, and Parks Department. She stated they will be seeing a more collaborative, combined strategic plan in the near future.

Higgins stated we filled the Assistant Building Inspector position, which is now being titled Property Inspector. The new employee's name is Roman Maguire, and he will be starting in early April.

Higgins stated we are gearing up for the 2016 construction season. She and Donner will be meeting with Ministry Health Care regarding an addition they are planning to their building. She stated she has also been contacted for site plan information related to a potential building addition at Tender Reflections, on Community Center Drive. Schuster stated he heard the Stoney River Memory Care is closing, and asked Higgins to follow-up on that. Higgins stated she would check with the owner, Terry Howard. Higgins stated staff recently held a meeting with representatives of Briq's Soft Serve, who are planning to purchase the lot they are currently located on, and planning to expand the building to the east, across the neighboring property they do own. Stenstrom questioned the access to vacant lot. Higgins stated the vacant lot access will be closed and the current Briq's access will be used and may be expanded some to the west. Diesen questioned the existing pole building, and feels it should be removed.

11. Staff Report on staff-approved CSM's, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificate of Occupancies issued

Higgins stated because of the dual meetings, these did not get added to the last several meeting packets, so we added them this time, but via a OneDrive link.

G. REMARKS FROM OFFICIALS.

12. Remarks from the Plan Commission to set the next meeting date, as well as discuss items for next committee agenda – March 14, 2016, at 6:00 p.m.

White commented there is a training session, Feb. 16th. Higgins stated White, Kollmansberger, Zeyghami, and Wehner are attending this. She stated that CLUES is holding this workshop in Stevens Point. [Clerk's note: The date of the training session has been moved to March 15th due to Feb. 16th being an election day.]

Johnson stated he will not be at the March meeting, and Diesen will not be in attendance at the May meeting.

H. Discuss items to be included for next agenda (No motions will be made, and no action will be taken related to policy affecting the Village of Weston as a result of this agenda item).

I. Set next regular meeting date for Monday, March 14, 2016, at 6:00 P.M.

* **20th Anniversary Celebration @ Dales Weston Lanes, on Friday, March 11, 2016.**

Higgins stated an invite will be sent out to everyone, but wanted to make an announcement about this today so the members could put it on their calendars.

* **SE Quadrant Open House on Monday, March 14, 2016.**

* **Formal Presentation by JSD to CDA & PC from 4:30 – 5:00 p.m.**

* **Public Engagement Session and Open House from 5:00 p.m. – 6:00 p.m.**

Higgins stated JSD will do a formal presentation from 4:30-5:00pm, with the open house to follow, from 5:00-6:00pm. The regular PC meeting will then follow at 6:00pm.

J. ADJOURN.

13. Adjourn Plan Commission,

Diesen motioned, Johnson seconded to adjourn the Plan Commission meeting at 7:00 p.m.

Loren White, Chairman

Jennifer Higgins, Director of Planning & Development

Valerie Parker, Recording Secretary