

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION
held on Monday, June 13, 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 at 6:05 p.m.**
2. **Welcome and Introduction of new Plan Commissioner, Dennis Lawrence.**
3. **Clerk will take attendance and roll call.**

Roll call indicated 6 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	YES
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

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

4. **Requests for Silencing of cellphones and other electronic devices.**

B. PRESENTATIONS

5. **SE Quadrant Development Concept – Daniel Guild, Village Administrator, and Justin Frahm, JSD Professional Services, Inc.**

Justin Frahm, of JSD Professional Services, Inc., gave a presentation on the SE Quadrant Development Concept. Others participating in the presentation were Guild along with Dave Jenkins and Bill Dunlop of Forward Development Group.

Questions/Comments from Plan Commissioners: Diesen would like to see some plans that take into account 30 minutes of drive-time to the west. Zeyghami commented on the ATC lines, and feel it would be best if those could go underground when moved, versus overhead. Diesen commented on the wetlands and feels there should be a way to work around them.

C. PUBLIC HEARINGS BEFORE THE VILLAGE PLAN COMMISSION.

White opened these public hearings at 6:05 p.m.

6. **CU-5-16-1585 Bonnie DeCHamps, Hurckman Mechanical, Inc., PO Box 10977, Green Bay, WI 54307, Requesting a Conditional Use Permit for Hurckman Mechanical, Inc., at 5807 Prairie Street, Suite B, to Allow for Both a Light Industrial Use and Outdoor Storage or Wholesaling Use Within the B-3 Zoning District.**

Wehner stated the site is fenced in, however, there is no screening. This company will be storing materials in their yard, which requires screening. The proposed business use falls under the Contractor Yard (outside storage), which is only allowed in the B-3 District through a conditional use. Staff has no issues with the conditional use request, however, is requesting this fence have the full screening as one of the conditions.

Marv Anderson, PDM Construction, was present to represent the property owner, Tom Krautkramer. Anderson explained that the only part of the existing fence that Krautkramer owns is the section along the front, which is screened. The fencing along the sides and the back are owned by the adjoining property owners. He feels with the surrounding uses, this property should not require the screening. Anderson questioned who would be responsible to add the screening to this fence, and how would he go about requesting this of the adjacent neighbors.

Wehner explained how this commercial park is an older park, which does not have curb and gutter. He explained the goal is to bring these properties into compliance as they change use or expand. That is why we are requesting the screened fence.

There was no opposition.

White closed this hearing at 7:15 p.m.

a. Discussion and Action by Plan Commission on Director’s Recommendation to approve Conditional Use Permit CU-5-16-1585, per the Specifications, Conditions, and Limitations of the Submitted Staff Report.

Motion by Schuster, second by Johnson, to approve CU-5-16-1585, per staff recommendation. Q: Anderson questioned if the Village could assist with talking to the neighbors about the screening. Diesen stated he should talk to staff. Motion Carried.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	YES
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

7. REZN-5-16-1586 Gary Guerndt, 7306 Ryan Street, Weston, WI 54476, Requesting a Rezoning from AR (Agricultural and Residential) to RR-2 (Rural Residential – 2 Acre), on Property Addressed as 8303 Ryan Street, to Allow for the Construction of a Single-Family Home.

Dan Higginbotham, and Gary Guerndt, of 7306 Zinser Street, were present in support, and explained the project. Higgins clarified that proposed Lot 2 is what is being rezoned, and the rest of the land is being combined to fix a non-conforming lot issue. It was explained that this lot will be factored in to future development.

There was no opposition.

Higgins stated this request is consistent with the Plan, and staff recommends approval to the Village Board.

White closed the hearing at 7:22 p.m.

a. Discussion and Action by Plan Commission on Director’s Recommendation to Approve Ordinance No. 16-031, An Ordinance to Approve the Rezoning of Land from AR (Agricultural Residential) to RR-2 (Rural Residential – 2 Acre) on 2.98 Acres of Land Located in the SE ¼ of the NE ¼ of Section 27, Village of Weston, Marathon County, WI, per the Specifications, Conditions, and Limitations of the Submitted Staff Report, and Forward to the Board of Trustees for their Consideration and Final Approval.

Motion by Schuster, second by Zeyghami, to approve Ordinance No. 16-031 (REZN-5-16-1586), per staff recommendation.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	YES
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

8. CU-5-16-1588 Allen Lamers, Lamers Bus Lines, 2407 South Point Road, Green Bay, WI 54313, Requesting a Conditional Use to Allow the Storage of Propane Fueling Tank on a Property Located within a WHP-B (Wellhead Protection – Zone B) Overlay District, Addressed as 6204/6206 & 6300/6400 Alderson Street.

Aaron Nelson, 5403 Winding Creek Drive, representing DC Everest, was present in support. He explained they just awarded a new contract with Lamers Bus Lines. Lamers’ buses primarily run off of propane, which is a quieter, cleaner, and less costly fuel source.

Chad Jarowski, of Landmark Services, 225 E. John Street, Markesan, WI, is a supplier of propane to Lamers. Pat Brossow, Energies USA, 1897 Spint Drive, Waupaca. Brossow explained how this tank is protected, and how the contents would evaporate if a leak. White confirmed still a possibility for explosion and fire hazard as it leaks into the air. Brossow explained further on the safety features. It was explained this tank will hold 18,000 gallons, and would need to be filled once every 10 days.

Donner commented on how there are some generic references in our code pertaining to certain petroleum, which LP should not apply.

There was discussion on how a cross access agreement needs to be put in place, as buses at First Student park on the school’s property, and maintain that part of the school’s property. Staff is concerned about future adverse possession. Nelson will review the current contract they have with First Student. Higgins stated if he needs, she could provide an example for him.

No one spoke in opposition.

Wehner stated since Lamers will not be using this site permanently, they should be required to remove the tank at the time they move to their new permanent location.

White closed the hearing at 7:38 p.m.

a. Discussion and Action by Plan Commission on Director’s Recommendation to Approve Conditional Use Permit #CU-5-16-1588, Per the Specifications, Conditions, and Limitations of the Submitted Staff Report.

Motion by Diesen, second by Zeyghami, to approve CU-5-16-1588, per staff recommendation.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	YES
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

D. PUBLIC COMMENT

9. Comments from the Public on Issues, Which the PC has Oversight, or on Business Items that Might be Recommended to the Board of Trustees.

None.

E. CONSENT ITEMS – PLAN COMMISSION

10. Approve previous meeting(s) minutes from the Plan Commission May 9, 2016, regular meeting.

Motion by Diesen, second by Johnson, to approve the Plan Commission May 9, 2016 regular meeting minutes. Lawrence abstained as he was not present.

Yes Vote: 5 No Votes: 0 Abstain: 1 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	ABSTAIN
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

F. NEW BUSINESS

11. Discussion and Action on Director’s Recommendation to Approve the Concept Plat for Misty Pines Subdivision, Located South of Ross Avenue, West of Birch Street, and North of Norma Avenue, or More Commonly Referred to as the Monk Property.

Higgins stated this is just a concept subdivision plat that PGA is looking to develop. The next step is preliminary followed by final plat. This concept plat for a single-family subdivision is following our complete streets policy. There is one dead end street which is planned to connect to a future road when the vacant lot (2819 Ross Avenue) develops. Staff is allowing for the 60’ right-of-way. Donner stated Public Works is advocating for a narrower street section (28 feet), with requirements for sidewalks, street trees, etc. There was discussion on the three access points currently planned.

Higgins stated staff recommends approval. Lawrence questioned if this future right-of-way is shown on a future plan. Higgins stated it is shown on our future transportation map (official map).

Motion by Johnson, second by Lawrence, to approve the Concept Plat for Misty Pines Subdivision, per staff recommendation.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	YES
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

12. Discussion and Action on Director’s Recommendation to Approve Certified Survey Map Approval and Weston Avenue Road Right-of-Way Dedication, Crane Meadows Golf Driving Range – PIN 192-2808-233-0993 (CCSM-6-16-1593) per the Specifications, Conditions, and Limitations of the Submitted Staff Report and Forward to the Board of Trustees for their Consideration and Final Approval.

Higgins stated these next two items are for properties the Village acquired, where #12 and #13 are all part of a proposed sports complex area. If that does not go forward, they will go for business.

Motion by Schuster, second by Johnson, to approve the CCSM-6-16-1593, per the specifications, conditions, and limitations of the submitted staff report and forward to the Board of Trustees for their consideration and final approval.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	YES
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

13. Discussion and Action on Director’s Recommendation to Approve Certified Survey Map Approval and Weston Avenue Road Right-of-Way Dedication, Mashuda Property – PIN 192-2808-234-0997 (CCSM-6-16-1594), per the Specifications, Conditions, and Limitations of the Submitted Staff Report and Forward to the Board of Trustees for their Consideration and Final Approval.

Motion by Johnson, second by Diesen, to approve the CCSM-6-16-1594, per the specifications, conditions, and limitations of the submitted staff report and forward to the Board of Trustees for their consideration and final approval.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	YES
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

14. Discussion and Action on Director’s Recommendation to Approve Certified Survey Map Approval and Ryan Street and Weston Avenue Road Right-of-Way Dedications, 7403 Ryan Street – PIN 192-2808-224-0995 and PIN 192-2808-233-0997 (CCSM-4-16-1577) per the Specifications, Conditions, and Limitations of the Submitted Staff Report and Forward to the Board of Trustees for their Consideration and Final Approval.

Higgins stated this is for the Prohaska Family Park, which is land along Weston Avenue and Ryan Street. We are dedicating additional right-of-way along both.

Motion by Johnson, second by Zeyghami, to approve the CCSM-4-16-1577, per the specifications, conditions, and limitations of the submitted staff report and forward to the Board of Trustees for their consideration and final approval.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	NO
Lawrence, Dennis	YES
Schuster, Fred	YES
White, Loren	YES
Zeyghami, Hooshang	YES

G. REPORTS FROM STAFF

15. Report from Planning and Development Director.

Higgins referred to her attached report. She discussed the projects occurring at Saint Clare's Hospital. She also discussed the County's county-wide addressing project.

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

H. REMARKS FROM OFFICIALS.

No comments were made.

I. 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).

None.

J. Set next regular meeting date for Monday, July 11, 2016, at 6:00 P.M.

K. ADJOURN.

18. Adjourn Plan Commission,

White adjourned the meeting at 8:01 p.m.

Loren White, Chairman
Jennifer Higgins, Director of Planning & Development
Valerie Parker, Recording Secretary