



**VILLAGE OF WESTON, WISCONSIN
AGENDA ITEM COVER SHEET / REQUEST FOR CONSIDERATION**

DESCRIPTION: Report re: PC Meeting Regular Minutes: 01/08/2018

FROM: Jennifer Higgins, Director of Planning & Development
Valerie Parker, Planning Technician

FOR REVIEW BY: Plan Commission, 2/12/2018
Board of Trustees, 2/19/2018

POLICY QUESTION: Should the PC and BOT acknowledge the January 8, 2018 regular meeting minutes as submitted by the Department?

ISSUE-IN-BRIEF: Minutes of PC regular meeting held on 01/08/2018.

FISCAL IMPACT: None.

GUIDANCE: Director of Planning & Development recommends the PC and BOT acknowledge the report and place on file.

PRIOR REVIEW: No previous public review.

REQUEST: Acknowledge and place on file.

Is there an additional briefer with this agenda item?

Are there additional documents which have been attached to this report?

Meeting Minutes.

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION AND
JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING COMMITTEE
held on Monday, January 8, 2018, at 6:00 p.m., in the Board Room, at the Municipal Center

OPENING OF SESSION.

Roll call of the Plan Commission by PC Chair White at 6:06 p.m.

Roll call indicated 6 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Diesen, Dave	YES
Gau, Duane	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	NO
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

Roll call of the ETZ Committee by ETZ Vice Chair Hull at 6:06 p.m.

Roll call indicated 3 Joint Town & Village of Extraterritorial Zoning Committee members present. No quorum.

<u>Member</u>	<u>Present</u>
Christiansen, Randy	NO
Diesen, Dave	YES
Hull, Mark	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	NO
Olson, Milt	NO

Village Staff in attendance: Guild, Higgins, Donner, Wehner, Tatro, and Van Swol. President Barbara Ermeling was present. There were 4 audience members present.

OPPORTUNITY FOR CITIZENS TO BE HEARD.

None.

ETZ CONSENT ITEMS.

1. December 11, 2017, Meeting Minutes. No action was taken.

PLAN COMMISSION CONSENT ITEMS.

2. December 11, 2017, Meeting Minutes.

Motion by Zeyghami, second by Kollmansberger, to acknowledge and approve the minutes of December 11, 2017 as presented. Gau abstained from voting.

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Gau, Duane	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

3. Staff-Approved CSM's, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificate of Occupancies.

Motion by Gau, second by Mumper, to acknowledge CSM's, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificate of Occupancies as presented.

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Gau, Duane	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

PLAN COMMISSION BUSINESS.

4. Kwik Trip, 4103 Barbican Avenue (CSIT-12-17-1678). Higgins reviewed the different components of the project. Hans Zietlow a representative for Kwik Trip and Chuck Ghidorzi owner of the property were both present.

a. Request to release a portion of the access restriction along E. Everest/Barbican Avenue to allow a right-in access at 4103 Barbican Avenue. Higgins reported this parcel is part of the Barbican Center Plat. It was two separate parcels that Ghidorzi owned. One parcel was developed where River Valley Bank and Brews Brothers is located. On this parcel Kwik Trip is proposing to build a gas station/convenience store.

Donner added access control was on the eastern most side of Weston I LLC property before the property was developed. When the plat was developed it showed up on the plat and the plat was then approved by the DOT. It was found out today since it was approved by the DOT they need to have some oversight to remove the access restriction. The DOT did not seem too concerned about the request to remove the access restriction.

Gau added when STH 29 was being placed access control was placed on the property. WisDOT needs to give approval to remove access control. [Clerks Note: the DOT has confirmed it was a Village added restriction and not a DOT controlled access control]

Higgins stated the language was changed to the Village of Weston shall execute the necessary documents to release the access restrictions.

Motion by Zeyghami, second by Gau, to recommend to the Board of Trustees to approve release a portion of the access restriction along E Everest/Barbican subject to approval by WisDOT.

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Gau, Duane	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

b. Request for Waiver from D-CC Overlay Requirements in Section 94.6.02(3)(c)3. and 5. In pursuant to Section 94.6.02(3)(c)13. For Kwik Trip (CSIT-12-17-1678). Higgins reported the current requirements state that the principle structure cannot be any further than 40 feet from the front parking line and parking lot cannot be in front of the principle structure. This is a unique situation where there are three streets, so it makes it difficult to utilize this overlay requirement under these

circumstances. They have situated the building back toward Camp Phillips Road and parking is off Barbican Avenue. A waiver was requested for this use.

Motion by Gau, second by Mumper, to approve the request for waiver from D-CC overlay requirements as recommend by staff.

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Gau, Duane	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

c. Request for Waiver from the Required Landscape Points in Sections 94.11.02(3)(b) and (e) in pursuance to Section 94.11.02(1)(d) for Kwik Trip (CSIT-12-17-1678). Wehner reported a waiver was requested to reduce the number of required landscaping points. Wehner thought what was proposed for landscaping was acceptable for the area.

Gau questioned access for the existing River Valley Bank he was concerned with their parking north of the bank is currently on the Kwik Trip property. [Clerks Note: Parking on the River Valley Bank lot has been verified by staff and it exceeds the maximum number of spaces allowed by the Zoning Code at this time.]

Motion by Diesen, second by Zeyghami, to approve the request the waiver from the required landscape points as recommended by staff.

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Gau, Duane	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

d. Site Plan Approval for CSIT-12-17-1678. Chairman White stated there were several conditions for the site plan. Zietlow acknowledged all of the conditions and said Kwik Trip was fine with the conditions placed on the site plan.

Motion by Kollmansberger, second by Diesen to approve site plan CSIT-12-17-1678 as recommend by staff and as amended.

Gau questioned the motion that there wasn't a condition on parking for the neighboring property.

Motion to amend the motion by Gau, second by Diesen to recommended that if there are any additional spaces that need to occur for the neighboring property that Kwik Trip and staff would determine what spots they would need for that property would be added as a condition to the site plan.

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Gau, Duane	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	---
Mumper, Roy	YES

White, Loren YES
Zeyghami, Hooshang YES

REPORTS FROM STAFF

5. Building Permits Issued – December, 2017

6. 2017 Building Permits Issued – Town and Village of Weston.

Motion by Gau, second by Mumper to acknowledge items 5 & 6 reports from staff.

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Gau, Duane	YES
Kollmansberger, Tina	YES
Lawrence, Dennis	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

REMARKS FROM ETZ COMMITTEE MEMBERS

7. None.

REMARKS FROM COMMISSION MEMBERS.

8. None.

DISCUSS ITEMS TO BE INCLUDED FOR NEXT AGENDA.

9. None.

ADJOURN COMMITTEE & COMMISSION TO SPECIAL ZONING CODE WORKSHOP TO DISCUSS CHANGES AND MODIFICATIONS TO CHAPTER 94 ZONING, REQUIRED BY ACT 67.

Meeting adjourned at adjourn at 6:51 p.m.

Loren White, Trustee/Plan Commission Chair
Jennifer Higgins, Director of Planning & Development
Donna Van Swol, Recording Secretary