

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION

held on Monday, November 12, 2018, at 6:00 p.m., in the Board Room, at the Municipal Center

AGENDA ITEMS.

- 1. Meeting called to order by Plan Commission Chair & Village President Barb Ermeling.**
- 2. Roll Call of Village Plan Commission by Secretary Parker.**

Roll call indicated 5 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Ermeling, Barb	YES
Gau, Duane	NO – ABSENT
Jordan, Joe	YES
Kollmansberger, Tina	NO – EXCUSED
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

Village Staff in attendance: Donner, Higgins, Wehner, Tatro, and Parker. There was 1 audience member present.

- 3. Opportunity for citizens to be heard.**

None.

- 4. Written communications received.**

None.

- 5. Approval of minutes from the September 10, 2018 regular meeting.**

Motion by White, second by Zeyghami: to approve the minutes.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Gau, Duane	---
Jordan, Joe	YES
Kollmansberger, Tina	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

- 6. Approve Amendment to Weston Marketplace (D-WM) Overlay District – Upgrades to Façade of Building #1, 3910 Schofield Avenue**

Motion by White, second by Mumper: to approve amendment to Weston Marketplace (D-WM) Overlay District, as required by the D-WM Overlay.

Zeyghami questioned if the TIF District is paying for this project. Higgins stated this property is not within the TIF District.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Gau, Duane	---
Jordan, Joe	YES
Kollmansberger, Tina	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

7. Approve Condominium Plat of Birchwood Highlands III.

Higgins stated, owners of Birchwood Highlands, United Financial split up this building for financing purposes. In the past, they have done this through CSM, but this time did this through a Condo plat. Somehow the County went ahead and recorded these documents without having the Village sign off (as zoning authority) first. Now this is an after-the-fact approval. When she contacted the County, they told us to submit an affidavit which will get recorded with the documents. We just need PC and Board approval prior to the document being recorded.

There was discussion that while the building will be split into two condominiums, the residents residing here are still considered tenants, not owners. Kris Carnes, of Birchwood Highlands, was present and confirmed the residents are still renting, and she stated she does not believe there will be an association with this condominium.

Motion by Zeyghami, second by White: to recommend approval of Condominium Plat of Birchwood Highlands III.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Gau, Duane	---
Jordan, Joe	YES
Kollmansberger, Tina	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

8. Approve Request from the Village of Rothschild to Detach a Portion of the Village of Weston at the Southwest Corner of Business Highway 51 and Kort Street, and Attach the Same to Rothschild.

Higgins stated this item was introduced to the Board at their last meeting. The Board then referred this to Public Works Committee and the Plan Commission. Rothschild asked us to detach this small piece of land. Higgins stated several years ago, she vacated a portion of street over there for them.

White commented on the realignment of roadway years ago.

Higgins stated currently this small piece of land is Village-owned and maintained. This will be a tenth of an acre. It probably costs us more to maintain it, as we collect only \$2 and some cents on the tax roll. Higgins stated this is just the remainder piece of land on Volkman Street. White questioned any Weston utilities impacted. Donner stated no.

Higgins stated Rothschild is handling all the legal work and costs involved. There will have to be a public notice published and the Board will adopt an ordinance at a later date to complete the detachment.

Higgins stated the only thing we will have to do is change our census boundary next year.

Higgins stated she believes the owners (Lokre & Stehr) are okay with his. The owners will have to sign the document before it can proceed further. She stated the document will kick off the project. Rothschild is paying for all the legal fees.

Motion by Zeyghami, Second by White: to approve the request from Village of Rothschild to detach a portion of the Village of Weston at the southwest corner of Business Highway 51 and Kort Street, and attach the same to Rothschild.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Gau, Duane	---
Jordan, Joe	YES
Kollmansberger, Tina	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

9. Approve Redevelopment Plan for Redevelopment Area #3 within Tax Incremental District No. 1.

Higgins stated the CDA recommended this for approval, and this will now go before the Board next week. PC was given a draft prior to the public hearing back in September. PC responsibility is to make sure it is consistent with the comprehensive plan. MDRoffers and Staff have verified this has been met. Staff is asking for PC to approve as presented.

Motion by Zeyghami, second by Mumper: to approve the Redevelopment Plan for Redevelopment Area #3, within the Tax incremental District No. 1.

Question: Higgins commented how the map in this packet has been changed to remove Stillwater Landing and a few other parcels. Jordan questioned why Stillwater wanted out of this area. Higgins stated they did not like the language and was afraid we were going to close the park down. Higgins stated we met with the current owner to discuss, stating how this would give them tools to upgrade the park. CDA decided it would be better not to fight the battle, and just have their property removed.

White confirmed they could still use TIF, as they are still within TIF #1 boundary. Higgins stated our main purpose with this project was for the Camp Phillips Corridor project, but at the time we looked at this, Stillwater was questionable, so we wanted to make sure we had everything in our toolbox, just in case. Higgins stated by removing Stillwater, it also removed Benders' property. She stated but since they are a greenfield, they probably would not use TIF monies anyways. The new owners of Stillwater are from California and want to keep this a park.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Gau, Duane	---
Jordan, Joe	YES
Kollmansberger, Tina	---

Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

10. Project Updates

a. Entryway/Wayfinding Signage Plan

Higgins stated she should be receiving the draft entryway/wayfinding signing plan soon. Roffers would like to come to the December 18th CDA meeting and do a joint meeting with PC to go over the signage plan that night.

b. Schofield Avenue Corridor Plan

Higgins stated the Schofield Avenue Corridor plan was held off for the TIF plans to be completed.

c. Zoning Code Update – Act 67

Higgins stated she the Zoning Steering Committee met last week to go through the Zoning Code update. She will have Parker send out the meeting minutes. She explained they went over the draft zoning code that staff and Roffers put together. Parker will send Roffers the notes so he can capture the full discussion in his changes. She will get the next draft to the Commission in advance for their individual review. We can then go through changes at next months meeting.

Zeyghami questioned the issued we had earlier this year with moving mobile homes, and the procedures to follow in the code. Higgins stated this was in Chapter 14, not Chapter 94. She said we will need to update that Chapter for the electrical updates by the State and will then look at the moving permits language. Tatro stated WI requires all commercial building permits have inspections. Tatro stated now that we do those inspections, we have to let the State know that we already do those. He stated this is a new law.

d. TIF 1 Plan Amendment & Redevelopment Area #3 Plan.

Higgins stated the TIF #1 plan amendment sent to the State at end of October, now we are waiting to receive a response that they have accepted it. The redevelopment area 3 will go to Board for adoption next week by resolution.

11. Acknowledge Report re: Staff-Approved CSM’s, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificate of Occupancies.

12. Acknowledge Report re: September 2018 Building Permits.

13. Acknowledge Report re: October 2018 Building Permits.

Motion by White, Second by Jordan, to acknowledge Agenda Items #11, 12, & 13.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Gau, Duane	---
Jordan, Joe	YES
Kollmansberger, Tina	---
Mumper, Roy	YES
White, Loren	YES
Zeyghami, Hooshang	YES

FUTURE ITEMS

14. Next meeting date(s):

a. Monday, December 10 @ 6pm

b. Tuesday, December 18 @ 6pm – Joint Meeting with CDA (Tentative)

- c. Monday, January 14 @ 6pm
- d. Monday, February 11 @ 6pm
- e. Monday, March 11 @ 6pm
- f. Monday, April 8 @ 6pm
- g. Monday, May 13 @ 6pm
- h. Monday, June 10 @ 6pm
- i. Monday, July 8 @ 6pm
- j. Monday, August 12 @ 6pm
- k. Monday, September 9 @ 6pm
- l. Monday, October 14 @ 6pm
- m. Monday, November 11 @ 6pm
- n. Monday, December 9 @ 6pm

No comments.

15. Topics for future meetings.

None.

16. Remarks from Staff.

None.

17. Remarks from Commission Members.

None.

18. Announcements.

None.

19. Adjournment of Village Plan Commission.

Motion by Zeyghami, Second by Mumper: to Adjourn at 6:26 p.m.

Barb Ermeling, Plan Commission Chair & Village President
Jennifer Higgins, Director of Planning & Development
Valerie Parker, Recording Secretary