

Minutes of Plan Commission Meeting March 15, 2016

Call to Order – Mayor Palm called the meeting of the Commission to order at 5:15 PM.

Mayor Palm introduced Attorney Alene Bolin to the Commission and then the Commissioners introduced themselves to Attorney Bolin.

Roll Call – Present were Mayor Palm, Dennis Thurow, Roy Franzen, Pat Liston, Jim O'Neill, Tom Kolb, and Kate Fitzwilliams.

Also in attendance were Tom Pinion, Atty. Bolin, Pam Mjelde, Legacy Housing LLC, Gary Woolever, Don & Karen Stanley, Mike Bisbach, Ben Letendre, Mike Cahoon, and Brittany Lewis.

Call to Order

- a. Note compliance with the Open Meeting Law. Palm noted compliance with the Open Meeting Law.
- b. Agenda Approval: Liston moved, Kolb seconded to approve the agenda as posted. Motion carried unanimously.
- c. Minutes Approval: It was moved by Kolb, seconded by Franzen to approve the minutes of the February 16, 2016 meeting. Motion carried unanimously.

Public Invited to Speak. *(Any citizen has the right to speak on any item of business that is on the agenda for Commission action if recognized by the presiding officer.)* – Mike Cahoon, 519 6th Street addressed the Commission. He said that he lives on the 6th Street side of the Mjelde project. He said that he is a retired Baraboo Police Officer and he has no concerns regarding the addition of two more apartments, it would improve the area aesthetically. He said that his concern is the proposal for three parking stalls on the north side of their property, which would enter and exit 7th Street. He said 7th Street not only has Mjelde's apartments on the south side, Bill Weitzel's apartments are on the north side. He said that Weitzel has parking for all of his apartments under a canopy, a great setup; however, his tenants don't park under it. He said that 7th Street, especially the 500 block always has cars parked on both sides of the street. He said that the proposal to put the three parking stalls on their property, with a 22-foot driveway, by State Statute you have to stay 4-feet away from the edge of a driveway, so that would add up to 30-feet; therefore, basically two parking stalls. He said that another concern is that the three parking stalls that are shown in their diagram, all three of the vehicles would have to back on to 7th Street, which is always busy with vehicles going to Kwik Trip. He felt that this would be worse in the winter time when the streets are not plowed to the curb. He said another concern that he has is that this property never has their sidewalks clean in the winter time, so if cars will be driving over a portion of the sidewalk and they are not cleared that particular area will be icy and a danger for pedestrians. Cahoon felt that more practical parking for Mjelde would be to move the driveway down closer to the intersection so cars would be slowing down for the stop sign and put the parking area on his front lawn area and make it big enough for cars to back around and drive out of the driveway.

New Business

- a. Request by Roy Mjelde, managing member of Roy & Pam Properties, LLC, to review a GDP&SIP in accordance with Steps 3 and 4 of the PUD Process to expand the existing 10-unit multi-family residential complex to a 12-unit multi-family residential complex by converting two existing storage buildings to two residential dwelling units, located on the southeast corner of 7th and Barker Streets in an R-4 Multi-Family Residential zoning district – Pinion said that this was a conceptual plan review at last month's meeting. He said under the PUD process, it is a unique way to provide zoning and to provide certain restrictions from the City's perspective and certain flexibility from the developer's perspective. He said that there are nine existing parking stalls and the proposal is to add three more, and if approved would make one stall per unit. Pinion said that if the Commission approves the project, it will move forward for a public hearing at the Common Council level. He said that he did receive a call from the property owner to the immediate east voicing concerns with the general maintenance of the property and certain trash being left that isn't picked up by the dumpster company and concern about the snow removal, but wasn't concerned about the nature of the development. Kolb questioned Cahoon's comment on the footage regarding parking stalls. Pinion said that he was referring to the State Statute that says that there is no parking within 4-feet of a private driveway opening. Pinion said that with it being 22-feet wide at the sidewalk, he is adding 4-feet, which is 30-feet. A typical on-street stall is 19-feet long; therefore, two stalls would be 38-feet, which is more than what this is. He said he would be adding three off-street stalls and losing the space for two on-street stalls, so there is the net increase of parking for one more vehicle than there is with no additional off-street parking. He said that he isn't sure that he shares the same concerns as Cahoon, if it was a single-family residence with two or three cars, which is not abnormal, they back on to streets without any issues. He said that his preference is to see driveways further from an intersection so that there is a better site distance rather than tight to the intersection. He further stated that the Mjeldes were looking to preserve the open green space rather than turn it into a sea of asphalt, so they were looking at being more efficient and minimizing the amount of impervious surface. It was moved by Liston to recommend approval of the request as presented. Kolb seconded the motion. On roll call vote for the motion, Ayes – Thurow, Franzen, Liston, O'Neill, Kolb, Fitzwilliams, Palm. Nays – 0, and the motion carried.
- b. Review a concept plan for a prospective 3-lot certified survey map on the 15.58-acre parcel north of the Pleasant View Subdivision, located in the Sw¹/₄ of Section 30, T12N, R7E, for Don and Karen Stanley – Pinion said that this was included in the packet last month when it was a 4-lot CSM, but it was withdrawn in favor of going back to the drawing board. Pinion then explained the CSM to the Commission saying that the subject of this evening's discussion is southeast of Rolling Meadows Subdivision. Mike Bisbach then addressed the Commission regarding the Stanley's plan.

- c. Review and approve Final Plat of Rolling Meadows North, a 23-lot subdivision located in the NE¼ of the SW¼ & a fractional part of the NW¼ of the SW¼ of Section 30, T12N, R7E, City of Baraboo, Sauk County, Wisconsin, by Legacy Housing, LLC – Pinion said the Commission looked at the Preliminary Plat two months ago for the balance of the vacant land what was originally Rolling Meadows Estates. He said this is the Final Plat of 23 lots. He said when the Commission reviewed and approved the Preliminary Plat a couple of conditions were imposed, those being that they provide a Subdivider’s Agreement, they complete the plans and specs, and they pay all review fees. Pinion said that the review fees have been paid. He said that the Commission is not the last stop for the Final Plat, so this will go to the Council for final approval. It was moved Liston, seconded by O’Neill to recommend approval of the Final Plat with the three conditions as stated above. On roll call vote for the motion, Ayes – Franzen, Liston, O’Neill, Kolb, Fitzwilliams, Palm, Thurow. Nay– 0, and the motion carried unanimously.
- d. Request by Wal-Mart for an amendment to their Conditional Use Permit, which was approved on August 17, 1999 and subsequently amended on June 17, 2008, to change the exterior of the building and signage, located at 920 USH 12 – Pinion presented the history of the Walmart Conditional Use to the Commission. He said that he was surprised that in 2008 they amended their conditional use to change the building colors to the earthy browns and tans that exist today, and they will be going to blues and grays, which are now Wal-Mart’s normal colors. Palm asked Brittany Lewis when the work was to start and she answered in June. Pinion said that Walmart is doing 51,000 square feet of renovations inside as well. It was moved by Liston, seconded by Kolb to approve the amendment to the Conditional Use Permit as presented. On roll call vote for the motion, Ayes – Liston, O’Neill, Kolb, Fitzwilliams, Palm, Thurow, Franzen. Nay – 0, and the motion carried unanimously.

Adjournment - It was moved by O’Neill and seconded Kolb to adjourn at 5:53 p.m. The motion carried unanimously.

Phil Wedekind,
Mayor Designee