

AGENDA FOR THE PLAN COMMISSION

Members noticed must notify the person who prepared agenda (see below) at least 24 hours before the meeting as to whether they will not be able to attend this meeting.

Date and Time: Tuesday, February 18, 2020 – **5:15 PM**
Location: Council Chambers, Municipal Building, 101 South Blvd., Baraboo, Wisconsin
Plan Comm Notices: Mayor Palm, P. Wedekind, D. Thurow, R. Franzen, P. Liston, J. O'Neill, T. Kolb, D. Marshall
Others Noticed: T. Pinion, K. Downing, E. Truman, Jay Hubanks, Library, and Media.

PETITIONERS OR REPRESENTATIVES MUST BE PRESENT OR SUBJECT WILL NOT BE HEARD BY THE COMMISSION!

1. Call to Order

- a. Note compliance with the Open Meeting Law.
- b. Roll Call
- c. Approve agenda.
- d. Approve January 21, 2020 meeting minutes.

2. 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.)

3. Public Hearing

- a. The request of Jay Hubanks for a Conditional Use Permit to convert the existing structure into a two-family residential dwelling in an R-1A Single-Family Residential zoning district, located at 838 8th Avenue, City of Baraboo, Sauk County, Wisconsin.

4. New Business

- a. Consider Jay Hubanks request for a Conditional Use Permit to convert the existing structure into a two-family residential dwelling in an R-1A Single-Family Residential zoning district, located at 838 8th Avenue, City of Baraboo, Sauk County, Wisconsin.

5. Adjournment

Phil Wedekind, Mayor Designee

Agenda prepared by Kris Jackson, 355-2730, Ext. 7309

Agenda Posted by Kris Jackson on February 14, 2020

PLEASE TAKE NOTICE, that any person who has a qualifying as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 101 south Blvd., or phone 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the City of Baraboo who are not members of the above Council, committee, commission or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, **other than the Council, committee, commission, or board identified in the caption of this notice.**

FOR INFORMATION ONLY, NOT A NOTICE TO PUBLISH.

PLAN COMMISSION ITEM SUMMARY
February 18, 2020

SUBJECT: CONSIDER JAY HUBANKS REQUEST FOR A CONDITIONAL USE PERMIT TO CONVERT THE EXISTING STRUCTURE INTO A TWO-FAMILY RESIDENTIAL DWELLING IN AN R-1A SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT, LOCATED AT 838 8TH AVENUE, CITY OF BARABOO, SAUK COUNTY, WISCONSIN.

SUMMARY OF ITEM A: Jay Hubanks has an accepted Offer to Purchase for the property at 838 8th Avenue (formerly owned and operated by Hope House) that is contingent upon him getting zoning approval to convert the existing structure into a two-unit residential dwelling. It is my understanding the structure was historically used to shelter multiple residents but more recently, the former owner previously converted the building into two separate living areas for their purposes but did not go to effort of having it rezoned as a two-unit residential structure.

COMPLIANCE/NONCOMPLIANCE:

Pursuant to Section 17.37 – *Conditional Use Review and Approval*, I have found the application to be complete and have reviewed it for compliance with the ordinance.

ACTION: Approve / Deny Conditional Use Permit (with certain conditions?)

ACTION: Approve / Conditionally Approve / Deny Site Plan

Minutes of Plan Commission Meeting January 21, 2020

Call to Order – Phil Wedekind called the meeting of the Commission to order at 6:00 PM.

Roll Call – Present were Phil Wedekind, Dennis Thurow, Roy Franzen, Pat Liston, Jim O’Neill, Kolb, and Dee Marshall.

Also in attendance were Tom Pinion, Administrator Kennie Downing, Bob Vajgrt, Shawn McNevin, Brian Hearn, Jim Lombarg, and Bridget Gore (BNR).

Call to Order

- a. Note compliance with the Open Meeting Law. Wedekind noted compliance with the Open Meeting Law.
- b. Agenda Approval: It was moved by Liston, seconded by Kolb to approve the agenda as posted. Motion carried unanimously.
- c. Minutes Approval: It was moved by Kolb, seconded by O’Neill to approve the minutes of the December 17, 2019 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.*) –There were no speakers.

Public Hearing

- a. The request of the Baraboo School District for a Conditional Use permit to expand the existing Jack Young Middle School building in an R-1 Single-Family Residential zoning district on Lot 1 of CSM #4227, located at 1531 Draper Street, City of Baraboo, Sauk County, Wisconsin - There being no speakers, the hearing was declared closed.

New Business

- a. Consider the Baraboo School District’s request for a Conditional Use Permit to expand the existing Jack Young Middle School building in an R-1 Single-Family Residential zoning district on Lot 1 of CSM \$4227, located at 1531 Draper Street, City of Baraboo, Sauk County, Wisconsin – Bob Vajgrt, Architect for the project introduced himself to the Commission. Vajgrt presented the proposed site plan to the Commission. He stated that the addition is going over the top of the existing gymnasium and cafeteria. The addition is comprised of a new gymnasium, an expanded student commons/cafeteria, and additional learning spaces. He said that all the areas of the addition is one-story, other than within the commons there is a library that expands over the top, there is a two-story there, almost like a bridge. He said that there would also be renovations to the existing building within the project. He said that the circular parking is being removed, additional parking will be added. Vajgrt then presented erosion control, and utilities. He said that the entire building would be sprinkled. He said that the building addition, other than the academic one would be separated from the rest of the building by a firewall. He then touched on landscaping, along with the nature trail being added and sitting areas. Jim Lombarg then presented stormwater, saying that there would be a basin installed just south of the new parking lot. He said the basin would have landscaping included. Vajgrt then presented the lighting plan to the Commission. He then gave a detailed presentation of the floor plan. Brian Hearn spoke more of the architecture of the building to the Commission. He said that they are trying to blend some of the existing materials with the existing building. He said that the existing brick is a three-brick blend, and the new brick that will be used is a complimentary color, a slightly brighter tone. The other materials that will be used on the academic addition, commons, and the gym have a stone base, which is a lighter stone. He said a third material that will be used on the commons areas is a composite metal panel used on the commons area, similar to the high school. Liston asked if this would be conventional heat. It was stated that different options are being looked at for heating. Kolb asked if any consideration has been given to solar heat. Sean McNevin said when the referendum was done solar was not included based on numbers. He said that Committee are working on solar options, the District has commissioned a study for the Jack Young Middle School, and High School, and looking at adding on and supplementing it, not only for the power savings, but also for the curriculum addition. The solar would be done as an add-on, and done through their budget. He said, ironically, they are finding out that the High School is the better investment because it is used year round. Kolb asked if they were thinking solar array, or rooftop, and McNevin said that they have settled on a rooftop. It was moved by Liston, seconded by Kolb to approve the request for a conditional use permit as presented. On roll call vote for the motion, Thurow, Franzen, Liston, O’Neill, Kolb, Marshall, and Wedekind. Nay – 0, motion carried unanimously. McNevin said that this addition is really transforming the inside of this building. He said what has been done is going from a

Middle School, mixed classroom concept to a house concept, which is one of the biggest changes that will not be seen from the outside. He said that the increased size of the cafeteria will decrease the number of lunch periods down to two instead of three. The gymnasium now will be able to fit the entire school body in the bleachers.

- b. Review and approve a site plan for renovations to the Jack Young Middle School, at 1531 Draper Street, for the Baraboo School District – It was moved by Liston, seconded by Kolb to approve the site plan for renovations to the Jack Young Middle School as presented. On roll call vote for the motion, Franzen, Liston, O’Neill, Kolb, Marshall, Wedekind, and Thurow. Nay – 0, motion carried unanimously.

Adjournment - It was moved by Liston, seconded by Franzen to adjourn at 5:47 p.m. The motion carried unanimously.

Phil Wedekind, Mayor Designee

For Office Use:	Date		Date
<input type="checkbox"/> Application given by _____	_____	<input type="checkbox"/> Referred to Council	_____
<input type="checkbox"/> Received by Bldg. Inspector	_____	<input type="checkbox"/> Public Hearing Set	_____
<input type="checkbox"/> Fee received by Treasurer	_____	<input type="checkbox"/> Date Notices Mailed	_____
<input type="checkbox"/> Building Insp. Certified	_____	<input type="checkbox"/> Public Hearing Published	_____
<input type="checkbox"/> Filed with City Clerk	_____	<input type="checkbox"/> Public Hearing Held	_____
<input type="checkbox"/> Referred for Staff Review	_____	<input type="checkbox"/> Plan Meeting Action	_____

City of Baraboo
 135 4th Street
 Baraboo, WI 53913
 (608) 355-2730 phone
 608 355-2719 fax

APPLICATION FOR CONDITIONAL USE PERMIT

(A non-refundable \$250 fee must accompany this application upon filing.)

PAID

JAN 21 2020

CITY OF BARABOO

FOR TREASURER USE ONLY	
Receipt #	<u>\$250.00</u>
Account #	100-22-4440

Date of Petition: 1/29/2020

The undersigned, being all the owners of the real property covered by this conditional use request hereby petition the City of Baraboo Plan Commission as follows:

- Name and address of each owner: (Please attach additional pages as necessary.)
THE CURRENT OWNER IS LISTED AS SAUK COUNTY TASK FORCE ON DOMESTIC ABUSE, WHICH LATER BECAME THE NON-PROFIT ORGANIZATION THE HOPE HOUSE OF SOUTH CENTRAL WISCONSIN 720 ASH ST, BARABOO, WI, 53913
- Name and address of applicant if not an owner. Describe interest in site (if tenancy, attach copy of current lease):
JAY HUBANKS: E9379 INNISBROOK LN, WISCONSIN, 53965 608-279-7772 JAYHUBANKS@GMAIL.COM
- Address of site: 838 8TH AVE, BARABOO, WI, 53913
- Tax parcel number of site: 0160-00000
- Accurate legal description of site (state lot, block and recorded subdivision or metes and bounds description) (Attach copy of owner's deed):
S35-12-6 PRT SWNW COR 32RD W 185' N OF SECOR-WGRD-S TO NLI 8TH AV-E ALG NLI 8TH AV TO PTS OF POB-N TO POB
- Present zoning classification: R-1A, SINGLE FAMILY RESIDENTIAL
- Requested conditional use: CONVERT THE EXISTING BUILDING INTO A TWO-FAMILY RESIDENTIAL DWELLING.
- Brief description of each structure presently existing on site:
ONE DWELLING, W 2800 SQ. FT. TWO STORY. FENCED IN BACKYARD.

9. Brief description of present use of site and each structure on site:

CURRENTLY OWNED BY THE HOPE HOUSE, VACANT FOR SEVERAL YEARS.

10. Brief description of any proposed change in use of structures if request for conditional use is granted: (include change in number of employees on site)

I WANT TO TURN THIS PROPERTY INTO A TWO FAMILY BUILDING. IT'S SET UP PERFECTLY AS A TWO STORY DUPLEX. NO EMPLOYEES.

11. The following arrangements have been made for serving the site with municipal sewer and water:

N/A THIS PROPERTY ALREADY HAS SEWER & WATER SUPPLIED.

12. Name, address, and tax parcel number of the owners of each parcel immediately adjacent to the boundaries of the site and each parcel within 200 feet including street and alley right-of-way of each exterior boundary of the site (see section 17.37(3)(a) of City Code.)

13. A scale map or survey map must be attached showing the following: (Note: This section is not required for home occupation requests; skip to 14.) (see section 17.37(2)(a) of City Code.)

- a. Location, boundaries, dimensions, uses, and size of the site and structures and its relationship to adjoining lands.
- b. The approximate location of existing structures on the site, easements, streets, alleys, off street parking, loading areas and driveways, highway access and access restrictions, existing street, side and rear yards, proposed surface drainage, grade elevations.

14. State in detail, the evidence indicating proof that the proposed conditional use shall conform to each of the standards for conditional uses set forth in section 17.37(2)(b) of the City Zoning Code.

I DON'T PLAN ON MAKING ANY CHANGES TO THE FOOTPRINT OF THIS BUILDING. IT'S BEEN THERE FOR MANY YEARS, ALL I PLAN TO DO IS CLEAN IT UP TO IMPROVE IT'S CURB APPEAL.

WHEREFORE, the undersigned property owners hereby state that the foregoing information and all attachments to this Petition are true and correct to the best of our knowledge.

Notice to Property Owner: Conditional use permits, if granted, are subject to a 10 day appeal waiting time.

Dated this 29th day of JANUARY, 2020.

JAY HUBANUS
Property owner

Property owner

I certify that that I have reviewed this application for completeness.

Date: _____ Zoning Administrator: _____

838 8TH AVENUE – LOCATION MAP

