

Minutes of Plan Commission Meeting March 20, 2018

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

Roll Call – Present were Phil Wedekind, Dennis Thurow, Roy Franzen, Pat Liston, Jim O’Neill, Tom Kolb, and Kate Fitzwilliams (5:20 p.m.).

Also in attendance were Engineer Tom Pinion, Mike Palm, David Mitchell, Tom Greve, Paul Wolter, Harry Machtan, Jim Riley, Tom Wolter, and Kim Slezak.

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 Kolb seconded by Franzen to approve the agenda as posted. Motion carried unanimously.
- c. **Minutes Approval:** It was moved by O’Neill, seconded by Liston to approve the minutes of the February 20, 2018 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.*) – Kim Slezak, 1255 Springbrook Drive, addressed the Commission regarding Mitchell’s request for 1310/1312 Lake Street. He said that he does not personally have a problem with it if it is going to be two single-family homes and not a duplex. He also stated that the address of 1310.1312 Lake Street is incorrect; it should be 1224/1226 Lake Street.

Public Hearings:

- a. **Public Hearing to consider the request of D Mitchell LLC for a Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 62 of the Second Addition to Pleasant View subdivision to two, side-by-side single-family residential dwellings at 1831/1833 Park View Drive, City of Baraboo, Sauk County, Wisconsin** – There were no speakers, and the hearing was declared closed.
- b. **Public Hearing to consider the request of D Mitchell LLC for a Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 3 of the First Addition to Springbrook Hills Replat to two side-by-side single-family residential dwellings at 1310/1312 Lake Street, City of Baraboo, Sauk County, Wisconsin** – Jim Riley spoke regarding the address and then asked if this request is going for all the lots or just Lot 3. Pinion said that tonight’s agenda item is only for this existing lot, Lot 3. The hearing was declared closed.

New Business

- a. **Consideration of D Mitchell LLC’s request or a Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 62 of the Second Addition to Pleasant View subdivision to two side-by-side single-family residential dwellings at 1831/1833 Park View Drive, City of Baraboo, Sauk County, Wisconsin** – Dave Mitchell, 418 13th Street introduced himself to the Commission. Pinion presented the background for this request to the Commission. It was moved by Kolb, seconded by Franzen to approve the Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 62 of the Second Addition to Pleasant View subdivision to two side-by-side single-family residential dwellings at 1831/1833 Park View Drive as requested. On roll call vote for the motion, Ayes – Thurow, Franzen, Liston, O’Neill, Kolb, Fitzwilliams, and Wedekind. Nay – 0, motion carried 7-0.
- b. **Review and approve a two-lot Certified Survey Map for two side-by-side attached single-family residential dwellings at 1310/1312 Lake Street for D Mitchell, LLC** – It was stated that this is the

address that is in question. Pinion then presented a map off the GIS. He stated that Springbrook has street numbers that span two different blocks, the 1200 and 1300 block. He said that on Lake Street, the 1300 block starts below the intersection. Therefore, Lot 3, which is the subject property, is really in the 1300 block of Lake Street, as opposed to the 1200 block of Springbrook. Pinion said that if the address were different from this on the permit, it would be corrected; however, the actual physical address of the property is as noted, 1310/.1312 Lake Street. Pinion gave background for the request. It was moved by Liston, seconded by O'Neill to approve the two-lot CSM as presented, subject to the CUP, which is next on the agenda being approved. On roll call vote for the motion, Ayes – Franzen, Liston, O'Neill, Kolb, Fitzwilliams, Wedekind, and Thurow. Nay – 0, motion carried 7-0.

- c. Consideration of D Mitchell LLC's request for a Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 3 of the First Addition to Springbrook Hills Replat to two side-by-side single-family residential dwellings at 1310/1312 Lake Street, City of Baraboo, Sauk County, Wisconsin – It was moved by Kolb, seconded by Liston, to approve the CUP as presented. On roll call vote for the motion, Ayes – Liston, O'Neill, Kolb, Fitzwilliams, Wedekind, Thurow, and Franzen. Nay – 0, motion carried 7-0.
- d. Review and approve a two-lot Certified Survey Map for two side-by-side attached single-family residential dwellings at 1831/1833 Park View Drive, for D Mitchell, LLC – It as moved by Kolb, seconded by Franzen to approve the two-lot CSM as presented. On roll call vote for the motion, Ayes – O'Neill, Kolb, Fitzwilliams, Wedekind, Thurow, Franzen, and Liston. Nay – 0, motion carried 7-0.
- e. Review and approve a two-lot Certified Survey Map of Lots 56 & 57 of the 2nd Add'n to Pleasant View Subdivision, located at 1310 and 1320 16th Street, for D Mitchell, LLC – Pinion presented the background regarding this CSM. He said that this CSM is for a simple lot line adjustment. It was moved by Liston, seconded by O'Neill to approve the CSM as presented. On roll call vote for the motion, Ayes – Kolb, Fitzwilliams, Wedekind, Thurow, Franzen, Liston, and O'Neill. Nay – 0, motion carried 7-0.
- f. Review and approve a three-lot Certified Survey Map of a part of Outlots 4 and 5 of English's Addition and lands in the Sw¼ of the NE¼, Section 35T12N, R6E in the City of Baraboo, Sauk County Wisconsin, located at 1320 Crawford Street, for Leif N. Grimstad Living Trust – Pinion presented the background for the proposed CSM. Harry Machtan stated that the Grimstads lived there for 61 years, and he passed away six years ago. It was moved by Liston, seconded by Kolb to approve the CSM as presented. On roll call vote for the motion, Ayes – Fitzwilliams, Wedekind, Thurow, Franzen, Liston, O'Neill, and Kolb. Nay – 0, motion carried 7-0.
- g. Consideration of designating the Downtown Baraboo Historic District and 213 Lynn Street as historic places in the City of Baraboo, pursuant to Section 17.53(4) of the Zoning – Pinion presented the list of the properties that the City has currently dedicated as historic. (Listed included in packet). He said pursuant to the ordinance, the only way that the City can do this is if it meets one of the four conditions in the ordinance, two of which are either the State or Federal Register of Historic Places. He said in this case, the Historic Downtown District and 213 Lynn Street have both been added to both the State and Federal Register. He said the Downtown District was done in 2014 on State, 2015 for the Federal. He 213 Lynn Street was added to State and Federal in 2017. O'Neill asked if the owners of record have been notified pursuant to the ordinance, subchapter 6, procedures. Pinion stated that it looks like this should apply and there has not been a public hearing held or owners notified. He said that the Public Hearing can be set for the next Plan Commission meeting.
- h. Discuss the need for the Plan Commission to Appoint an Ad Hoc Historic Preservation Advisory Committee pursuant to Section 17.53(&) of the Zoning Code – O'Neill said that he feels that it would be very valuable to the Commission to have such an Ad Hoc Committee to advise them of historic preservation. Kolb said that he does not feel very strongly on this one way or another. He said he is amazed at the power that the Plan Commission has when looking at the historic places. He said that he does not remember the Plan Commission ever taking up historic designation. He said this is well spelled out what can and cannot be done. Kolb questions why another committee is needed to look at this. O'Neill said that he would look at the Advisory Board as doing the work for the Commission because they would have the expertise, and knowledge of historical significance for various

properties, etc. Kolb said that this would add one more step, and that those experts could just come before the Commission if needed. Liston agreed with Kolb. Paul Wolter said that the ordinance was passed in 1994; the State mandated that any municipalities that had national register properties must enact an historic preservation ordinance. He said to his knowledge this ordinance has not been enforced. He said if the statute was read, any time a building permit was issued on one of these buildings, a red flag should go off, and they would apply to the Plan Commission to have their designs or plans approved or certificate of appropriateness be done. He went on to say that if the City ordinance were enforced and an appropriate committee were set up, it is a possibility that Baraboo could be certified as a certified local government, and that would open the City up for grant opportunities for historic preservation projects. Wolter said that it is not about designation as it is about enforcement of the ordinance. Kolb said that now that it has been pointed out that the ordinance has not been followed, he still does not feel a special committee is needed. Liston feels that the Commission has been very careful about preserving old historic buildings, and he fails to see what an Adhoc Committee is going to add to it, and he is totally against it. Pinion said that he is aware of this ordinance and when properties that are on the list come for a building permit, if they are proposing any change to the exterior, a Certificate of Appropriateness is required; however, no one has come forth to alter the exterior of a building. He said that typically it is the property owner that has applied for the designation, bought the property knowing that it is historically designated, and wants to preserve it.

Adjournment - It was moved by Liston, seconded by Kolb to adjourn at 5:48 p.m. The motion carried unanimously.

Phil Wedekind, Mayor Designee