

**PLANNING COMMISSION MINUTES
CITY OF FORT ATKINSON
APRIL 11, 2017
977TH MEETING**

CALL TO ORDER.

The meeting was called to order by Chairman Trebatoski in the Council Chambers of the Municipal Building at 4:04 pm.

ROLL CALL.

Present: Commissioner Gehred, Commissioner Greenhalgh, City Engineer Andy Selle and City Manager Matt Trebatoski. Also present: City Attorney Chris Rogers, Building Inspector Brian Juarez and City Clerk/Treasurer Michelle Ebbert.

Excused absence: Comm. Frame, Comm. Scherer and Comm. Highfield.

APPROVE MINUTES OF MARCH 14, 2017 PLANNING COMMISSION MEETING.

Cm. Greenhalgh motioned, seconded by Cm. Gehred to approve the minutes of the March 14, 2017 Planning Commission meeting. Motion carried.

REVIEW AND APPROVE PRELIMINARY CERTIFIED SURVEY MAP CREATING A 10 ACRE PARCEL ON BARK RIVER ROAD AND CHANGING ZONING FROM A-1 TO NATURAL RESOURCES (EXTRA-TERRITORIAL).

Engineer Selle reviewed the request for the parcel on Bark River Road. The zoning designation prohibits development on the property to retain the natural resource use of the property.

Cm. Greenhalgh asked if there are any tax implications should this property be annexed into the city. Selle confirmed this zoning classification is not in the city code and would require rezoning if annexed.

Cm. Greenhalgh moved to approve and refer to City Council the preliminary certified survey map creating a 10 acre parcel on Bark River Road and changing zoning from A-1 to natural resources (extra-territorial). Motion seconded by Cm. Gehred and carried.

REVIEW AND APPROVE SITE PLAN FOR CONSTRUCTION OF AN ARBY'S RESTAURANT AND STRIP MALL ON MADISON AVENUE.

Engineer Selle reviewed the site plan. The property is located adjacent to Holiday Inn and Lexington Plaza / Fort Atkinson High School. Selle reviewed the architectural drawings and exterior layouts.

Cm. Greenhalgh noted her concerns in regard to 14 items. She suggested this item be brought back after additional review and revisions based on department review. Selle confirmed the presentation of this item was condensed due to timing. He noted the department items are not significant but can be worked through with resolution. Selle confirmed many issues but they are repairable.

Mike Breitfelder, owner of Arby's addressed the Commission – his biggest challenge is on timing. He needs to finalize plans and present to contractors for bidding and commitment contracts. He is not in favor of delaying the review and approval due to contractors.

Juarez confirmed based on information he receives from the State approvals, they are towards the end of May for recent submitted plans.

Attorney Rogers commented on the concern expressed by the Water Department on the location of the laterals. Selle stated he did contact the PSC and they were given latitude if the City is comfortable with an easement to allow access to Holiday Inn laterals. PSC would waive their requirement. Rogers asked if it would be a possibility to pass an easement. Selle confirmed the CSM in draft form was approved by the City and it noted the easement that is required for this project.

Cm. Gehred expressed concerns and it not opposed to holding back approval until further details can be provided. She sees this development as primarily autocentric near a high school and potential two hotels. She does not see safe or pleasant access except for cars/vehicle travels. These are the last buildable lots before getting beyond the bypass and she is not a proponent for going past the bypass. We seem to have an excess of commercial out there already and the existing strip mall have vacancies. This is not the type of development the city should be approving.

Manager Trebatoski confirmed we do not have the street plan to view to identify sidewalks or pedestrian walkways. From a zoning standpoint, this proposal is in line with the zoning and development of this area.

Cm. Gehred would like to see a shared parking to eliminate the amount of asphalt. She encourages the addition of sidewalk. Breitfelder discussed the planned parking and noted there was a struggle with designing the parking. The goal was to keep parking tight between the buildings.

Included are the comments submitted by Departments. Some of these items were addressed prior to the Planning Commission meeting, however they were included to inform the Commission.

Water Department: The laterals serving Arby's and the strip mall are appropriately located. However, the lateral servicing the Holiday Inn runs through the proposed Arby's parcel. As the Arby's parcel and the Holiday Inn are not owned by the same entity, this violates PSC code. The PSC has allowed a variance for this requirement, pending an easement is recorded on the CSM for access to this lateral. The meter for the water service is not indicated on either building, but should be placed in an easily accessible spot.

Selle confirmed, the PSC has allowed a variance and the easements will be recorded on the CSM.

Stormwater Department: This parcel will disturb over an acre of ground and is therefore required to meet both stormwater quality and quantity requirements laid out in the City code for post-construction stormwater requirements. Requirements for this development are being met by the development of the hotel to the north and significant improvements to the retention basin to the west of the property. Some questions remain on this process but appear feasible to meet the ordinance. Building permits will not be issued until approvals are in place for this aspect of the development.

Given that building ingress and egress will be primarily on the south side of the strip mall, the need for asphalt parking on the north side of the strip mall is questionable, eliminating this area would be a savings for the developer and add green space to the parcel. This greenspace could be used for stormwater infiltration and stormwater rerouted into this area with an elevated storm manhole.

Additional greenspace for stormwater infiltration is available to the south of the parcel along the Madison Avenue frontage – moving a portion of the runoff from the parking areas and utilizing curb cuts to allow free drainage of water in this direction is suggested to improve stormwater quality.

Selle stated the existing stormwater basin exists and was sized for a smaller development in the 90s. Along with proposal of new hotel, they are proposing major stormwater improvements to capture the stormwater requirements for Arby's. The State will also require approval. Connery noted a plan that was delivered to City Hall and is being reviewed. Greenhalgh has concerns without having a stormwater drawing in front of her to approve.

Wastewater Department: The Arby's and strip mall restaurant space will need separate sampling manholes. Placement in the public right of way, or similar area of easy accessibility is preferred. Both sites will need a Water Dept. radio read meter separate from the other suites for billing purposes.

Building Inspection / Zoning Department: Plan notes for Arby's & multi-tenant development include the following:

- *Landscaping – Planting numbers okay, interior lot line greenbelts should be installed as I see no shared drives shown that will exist in this plan, the private road to west will be removed and there is no shared drive shown between the multi-tenant and Arby's.*
- *Lighting – There are several areas shown that exceed the maximum of one foot candle at the property line, cutoff or shielded fixtures should be utilized.*
- *Setback – Okay*
- *Parking – Okay, see stormwater note above.*
- *Signage plan - Okay*
- *Aesthetic requirements – Strip mall and Arby's plans fail to address façade & roofline variations around entire building. These buildings will be visible from the rear by two hotels and other developments and should be improved. Need to address screening of roof mounted equipment.*

Fire Department: the main concern for this particular development would be related to water supply/access to the existing hydrants on Madison Avenue. This would also go along with the FAFD's interest in the future water main/hydrant layout and its implementation timetable before this area is developed. These concerns can be dealt with during the final design of the buildings.

Engineering Department: The erosion control plan has been reviewed and approved.

- *Erosion Control – plan should document rates for final stabilization mulch and seeding. Temporary stockpiles should be shown and sited to reduce sediment runoff using erosion controls. Use of the existing storm basin for sedimentation during construction is appropriate but suspended sediment should be reduced on site using*
- *Traffic routing – the dumpster enclosure on the Arby's property is blocking ingress/egress and will have to be repositioned or relocated.*
- *Construction Access – it is unclear the staging of the larger project. Construction access is indicated on the NW corner but will require a road to be in place prior to access at this location. It is assumed that ground will be broken on the Arby's site prior to road completion. Developer should address alternate access points.*

The aesthetics of building were discussed including the roofline variations, awnings that would be installed based on the businesses that would be located in the strip mall. Breitfelder noted the Arby's exterior must match the requirements/prototype in order to own the franchise and open the establishment. He can only vary the design by minor details.

Juarez discussed the roofline and building deviation percentages required in code. He added it is reasonable to move forward with the building structure as long as we have assurance to meet requirements.

Breitfelder's biggest concern is coming back in two weeks and discovering additional changes that holds up time.

Selle discussed the greenbelt requirements and setbacks could change the building footprint. Breitfelder stated he misread information on the retention pond and did not realize the greenbelt requirement.

No action was taken.

ADJOURNMENT

Cm. Greenhalgh moved, Cm. Gehred seconded the motion to adjourn the Planning Commission meeting at 5:08 pm. Motion carried.

Respectfully submitted,

Michelle Ebbert
City Clerk/Treasurer