

**PLANNING COMMISSION MINUTES
CITY OF FORT ATKINSON
JUNE 27, 2017
980TH MEETING**

CALL TO ORDER.

The meeting was called to order by Chairman Trebatoski in the Council Chambers of the Municipal Building at 4:00 pm.

ROLL CALL.

Present: Commissioner Frame, Commission Greenhalgh, Commissioner Highfield, Commissioner Lescohier, Commissioner Scherer, 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: None.

APPROVE MINUTES OF MAY 23, 2017 PLANNING COMMISSION MEETING.

Cm. Frame motioned, seconded by Cm. Highfield to approve the minutes of the May 23, 2017 Planning Commission meeting. Motion carried.

REVIEW AND APPROVE MOBILE MERCHANT LICENSE FOR TNT FIREWORKS TO OPERATE IN PARKING LOT AT PICK-N-SAVE, 1505 MADISON AVENUE.

Clerk Ebbert reviewed the application for TNT Fireworks. This is the second year he has applied for a mobile merchant license. Mr. Sokol confirmed the sale of sparklers, fountains, cones and snakes. He also confirmed the sale of products not listed as allowable would cause immediate license revocation and business closure. The Police Department and Fire Department do perform checks on the site to confirm which products are offered for sale.

Cm. Greenhalgh moved to approve the mobile merchant license for TNT Fireworks to operate in the parking lot at Pick-N-Save, 1505 Madison Avenue. Motion seconded by Cm. Frame and carried.

REVIEW AND APPROVE SITE PLAN, PRELIMINARY CSM AND PUBLIC IMPROVEMENTS FOR HOTEL DEVELOPMENT ON MADISON AVENUE

Engineer Selle reviewed the plan for 83 bed Country Inn and Suites. The roadway and utilities will be deeded to the City upon completion. A number of existing private utilities on the Lexington Center parcel will be made public as well. The extension of a road to the east will be developed in the future. The Stormwater, Water, Wastewater, and Fire Department had minor comments that were provided to the developer's engineer.

Cm. Greenhalgh inquired on the following: does the road dead end at the parking lot? Selle confirmed it does dead end/hammerhead behind Goodwill. The road may extend in the future to Campus. Does the intersection with Reena include a traffic study and stoplights? Selle confirmed with the consultant that they submitted their study to the DOT requesting the stoplights. The goal is a stoplight at that intersection. Will sidewalks be included? Selle reiterated sidewalks and terraces are planned.

Cm. Lescohier asked the capacity for the conference center. Mr. Connery confirmed 240. There are 141 new parking stalls for the hotel.

Cm. Greenhalgh moved to approve the site plan, preliminary CSM and public improvements for hotel development on Madison Avenue. Motion seconded by Cm. Scherer and carried.

REVIEW AND APPROVE ELECTRONIC MESSAGE BOARD FOR FORT ATKINSON HIGH SCHOOL TO BE LOCATED ALONG MADISON AVENUE

Engineer Selle reviewed the request for the signage along Madison Avenue. The sign code does not allow signage for one parcel to be placed on another parcel regardless of ownership. There is a provision (Section 15.12.6.E.3) that allows the Planning Commission discretion in granting signage for churches, schools and other public bodies that would allow approval of this off-parcel signage. Electronic signs must remain 150 lineal feet from any residential zoning. The parcels on the south side of Madison Avenue are residential, thus the sign will have to be set back further from the road (+ / - 10 feet) to comply with this requirement. The parcel is owned by the School District, but the school is located on the adjacent parcel.

The sign meets the code and the Planning Commission will need to determine the variance allowed under 15.12.6.E.3.

Cm. Greenhalgh discussed the electronic message boards that exist in the city. She spoke on the advantage of the changeable message board.

Cm. Frame expressed the consistency needed similar to MATC as it pertains to sign placement in a residential area.

Cm. Greenhalgh moved to approve the electronic message board for Fort Atkinson High School to be located along Madison Avenue and to meet the provision set forth per code that requires electronic signs to remain 150 lineal feet from any residential zoning. Cm. Highfield seconded the motion and carried.

REVIEW AND APPROVE SITE PLAN FOR ADDITION TO WE ENERGIES BUILDING AT 1300 JANESVILLE AVENUE

Engineer Selle provided the site plan that will occur mainly indoors at their existing site. Exterior improvements include pavement rehabilitation, sanitary line relocation, stormwater line relocation and improvements to handicap parking and access. The ditch line will require some stabilization due to the increased stormwater runoff. This building was constructed prior to stormwater drainage management and therefore required additional review of the site plans by staff.

Cm. Highfield moved to approve the site plan for addition to We Energies building at 1300 Janesville Avenue. Motion seconded by Cm. Frame and carried.

ADJOURNMENT

Cm. Frame moved, Cm. Greenhalgh seconded the motion to adjourn the Planning Commission meeting at 4:14 pm. Motion carried.

Respectfully submitted,

Michelle Ebbert
City Clerk/Treasurer