

**PLANNING COMMISSION MINUTES
CITY OF FORT ATKINSON
NOVEMBER 14, 2017
986TH 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: Commissioners Frame, Greenhalgh, Highfield, Lescohier and Scherer, City Manager Trebatoski and City Engineer Andy Selle. Also present: City Clerk/Treasurer Michelle Ebbert and Building Inspector Brian Juarez.

APPROVE MINUTES OF OCTOBER 24, 2017 PLANNING COMMISSION MEETING.

Cm. Frame motioned, seconded by Cm. Highfield to approve the minutes of the October 24, 2017 Planning Commission meeting. Motion carried.

REVIEW AND APPROVE MOBILE MERCHANTS LICENSE FOR RABL'S CHRISTMAS TREES TO SELL CHRISTMAS TREES IN THE PARKING LOT AT SHOPKO 1425 JANESVILLE AVENUE

Clerk Ebbert reviewed the submitted application. Mr. Rabl has been selling trees in Fort Atkinson for many years, most recently in the Shopko parking lot. No concerns were provided by the City Departments.

Cm. Frame moved, seconded by Cm. Greenhalgh to approve the mobile merchants license for Rabl's Christmas Trees to sell Christmas trees in the parking lot at Shopko 1425 Janesville Avenue. Motion carried.

REVIEW AND APPROVE PRELIMINARY CERTIFIED SURVEY MAP CREATING TWO NEW LOTS AT THE INTERSECTION OF EAST HIGHLAND AVENUE AND WHITEWATER AVENUE, AND TO REZONE THOSE PARCELS FROM C-1 (SERVICE BUSINESS DISTRICT) TO R-2 (TWO FAMILY RESIDENTIAL).

Engineer Selle discussed the submission from Jim Hedrick. He is requesting to split two parcels from Lot 49 under a preliminary CSM. He is requesting that each lot is rezoned to R-2 and a conditional use permit for a zero lot line division of parcels 1 and 2.

Stormwater: There are stormwater issues that Mr. Hedrick will be completing.

Water: The existing parcel is served by a 6" water lateral which must be abandoned at the main and the addition of individual laterals and shutoffs located on the parcels it serves.

Wastewater: Each parcel should be served by its own 4" sanitary lateral located on the parcel it serves. Existing sanitary lateral, if oversized, must be capped and abandoned in the terrace.

Cm. Frame questioned the revision of the Subdivision Code. Juarez confirmed the zero lot line is appropriate for the Code. There is no vision triangle concern with Hwy. 12.

The conditional use permit for the zero lot line will be addressed at a follow up Planning Commission meeting.

Mark Anderson confirmed the remaining portion of the larger, original lot may be subdivided into three residential lots in the future.

Cm. Greenhalgh moved, seconded by Cm. Frame to approve the Preliminary two-lot CSM, the rezoning request from C-1 to R-2 and contingent upon the following submittal to the Engineer:

1. A completed Certified Survey Map.
2. As-built information on new and abandoned laterals.
3. Progress on final stormwater improvements, noted by retainage of a design firm with expertise in such.
4. Confirmation of registration of CSM and maintenance agreement with Jefferson County Register of Deeds.

Motion carried.

ADJOURNMENT

Cm. Frame moved, Cm. Greenhalgh seconded the motion to adjourn the Planning Commission meeting at 4:09 pm. Motion carried.

Respectfully submitted,

Michelle Ebbert
City Clerk/Treasurer