



**PLAN COMMISSION MEETING  
COUNCIL CHAMBERS, MUNICIPAL BUILDING  
101 NORTH MAIN STREET, FORT ATKINSON, WISCONSIN  
TUESDAY, FEBRUARY 12, 2019 - 4:00 p.m.**

**AGENDA**

1. Call to order.
2. Roll call.
3. Approval of minutes of January 22, 2019 Plan Commission meeting.
4. Review and approve Preliminary Certified Survey Map combining two parcels at N1754 Friedel Road (extra-territorial).  
Action – Reject—Approve and refer to City Council.
5. Adjournment.

CC: David Westrick  
Michelle Ebbert  
Brian Juarez  
Mark Anderson  
News Media

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7760. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

*It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.*

#3

**CITY OF FORT ATKINSON**  
**Plan Commission ~ January 22, 2019**  
**1,004th Meeting**

CALL TO ORDER.

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

ROLL CALL.

Present: Commissioners Frame, Lescohier, Engineer Selle and Manager Trebatoski. Also present: Building Inspector and City Clerk/Treasurer. Cm. Kutz arrived at 4:08 pm.

Excused absence: Cm. Greenhalgh and Cm. Scherer.

APPROVAL OF MINUTES OF JANUARY 8, 2019 PLAN COMMISSION MEETING.

Cm. Lescohier motioned, seconded by Cm. Frame to approve the minutes of the January 8, 2019 Plan Commission meeting. Motion carried.

REVIEW AND APPROVE SITE PLAN FOR CONSTRUCTION OF MEMORY CARE ADDITION TO REENA ASSISTED LIVING, 737 REENA AVENUE.

Engineer Selle reviewed the first approval in 2014 in two phases, the first being constructed in 2015 and the second being requested now. This is an additional 20 units.

**Department Comments:**

Building and Zoning: The building appears to meet aesthetic standards and lighting standards. Owner should confirm the intended setback from the north lot line adjacent to Mehta Lane, required to be a minimum of 15'.

Stormwater Department: The owner should confirm that the addition will meet the City's post construction storm water ordinance. The existing wet pond includes an overflow onto adjacent property to the west. The outlet for the wet pond must be plumbed into the City storm sewer system. Snow stockpiling along the south property line creates a challenge for property owners to the south. A plan to eliminate snow stockpiling along the south line should be submitted. Finally a maintenance plan for the stormwater facilities should be submitted and kept on file with the City.

Cm. Lescohier inquired on the current capacity. They currently have one room open in the original 60 units. This is the second and final phase. The second phase is 16 units less than originally planned for a total of 80 units.

Cm. Frame moved, seconded by Cm. Lescohier to approve the Site Plan for construction of Memory Care addition to Reena Assisted Living, 737 Reena Avenue with the following contingencies: Stormwater plan with calculations confirming the City ordinance is met; Stormwater discharge routed to City facilities; Stormwater basin maintenance agreement; Snow stockpile plan; Confirmation of the 15 foot setback along the property lines. Motion carried.

REVIEW AND APPROVE REQUEST TO REZONE 124 W. MILWAUKEE AVENUE (FIRE DEPARTMENT) AND 101 S. WATER STREET WEST (POLICE DEPARTMENT) PROPERTIES FROM C-3 TO C-5.

Inspector Juarez reviewed the request to rezone as the properties do not confirm to the C-3 zoning designation. Both structures are unable to meet the current code requirements for greenspace, setbacks, percentage of impervious space. Rezoning would bring the properties more in line with the current building configurations and uses. Adjacent properties to the east are already zoned C-5.

Cm. Lescohier moved, seconded by Cm. Frame to refer to City Council to approve the request to rezone 124 W. Milwaukee Avenue (Fire Department) and 101 S. Water Street West (Police Department) properties from C-3 to C-5. Motion carried.

ADJOURNMENT.

Cm. Frame moved, seconded by Cm. Lescohier to adjourn. Meeting adjourned at 4:09 pm.

Respectfully submitted  
Michelle Ebbert  
City Clerk/Treasurer



#4

**CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538**

**Date: February 8, 2019**

**TO:** Planning Commission

**FROM:** Andy Selle, P.E.

**SUBJECT:** Freidel Ln - Extraterritorial Review – CSM

**Background:**

This is a request for a preliminary certified survey map to combine existing lots in order to comply with county requirements to build an accessory garage.



Figure 1: Property location in relation to the City of Fort Atkinson

1 of 5



**City Department Reviews:**

City departments have reviewed the submittal and have no concerns.

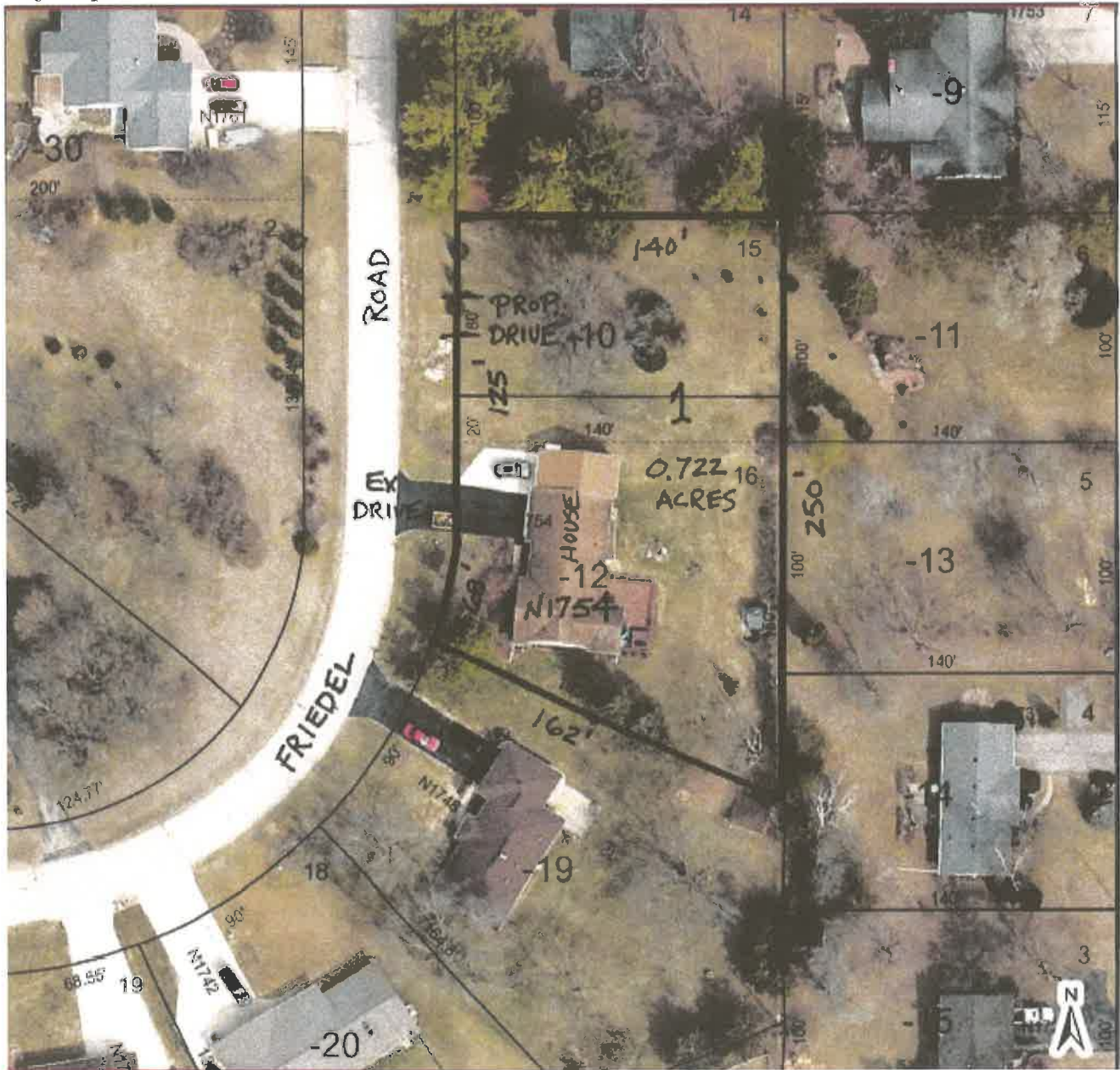


Figure 2: Proposed land addition

**Recommendation:**

Staff recommends approval of the request.

Attachments:

Original Submittal

2 of 5

**ANDERSON LAND SURVEYING LLC**  
*Mark E. Anderson, Professional Land Surveyor*

January 22, 2019

Kim Cheney  
Town of Koshkonong  
W5609 Star School Rd.  
Fort Atkinson, WI 53538

Dear Kim:

Attached please find a copy of a Preliminary Review for Certified Survey I prepared for Rory Bloomer, N1754 Friedel Road, Fort Atkinson, WI 53538.

This is a survey of existing parcels. The Certified Survey will combine 2 existing subdivided lots to meet County regulations for accessory structures. The Bloomer's house is on Lot 16 and the south 20 feet of Lot 15, DELETTE TERRACE. They also own the remainder of Lot 15 and would like to construct a garage on it. The remainder of Lot 15 is considerably lower than the existing house and driveway. Therefore the Bloomer's are requesting an additional drive since the new garage will be much lower than the existing drive to the house.

Please place this Preliminary on the next Plan Commission and Town Board Agendas and if approved, please forward a signed copy to the Jefferson County Zoning Department, Attn: Deb Magritz. Copies will be submitted to her along with the County fee.

If you would like paper copies or have any questions, please let me know.

Sincerely,

ANDERSON LAND SURVEYING LLC



Mark E. Anderson, P.L.S.

Enclosures

cc: Rory Bloomer  
Jefferson County Zoning Department  
Jefferson County Surveyor

3 of 5

W6141 Star School Rd. Fort Atkinson, WI 53538 Tel: 920-563-8162

andersonlandsurvey@gmail.com

JEFFERSON COUNTY

PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A division of land located in the SE ¼ of the SE ¼ of Section 10, Town 5 N, Range 14 E, Town of Koshkonong, Jefferson County, Wisconsin, on Parcel Number(s) 016-0514-1034-010 & 1034-012

Date Submitted: January 22, 2019
Revised:

Owner: Rory & Susan Bloomer
Address: N1754 Friedel Road
City, ST Zip: Fort Atkinson, WI 53538
Phone: 920-988-5840

Note to be placed on final CSM

Petition # Zoning

Check for subsequent zoning changes with Jefferson County Planning and Zoning Department.

Surveyor: Anderson Land Surveying LLC
Address: W6141 Star School Road
City, ST Zip: Fort Atkinson, WI 53538
Phone: 920-563-8162

In addition to the info required by Section 236.34 of State statutes, Sec. 15.04(f) of the Jefferson County Land division/Subdivision Ordinance requires that the following be shown:

- Existing buildings, watercourses, drainage ditches and other features pertinent to the proper division.
Location of access to a public road, approved by the agency having jurisdiction over the road.
All lands reserved for future public acquisition.
Date of the map
Graphic Scale

- Rezoning
Allowed Division within an existing Zoning District
Survey of Existing Parcel

Intent and Description of Parcel to be Divided: Combine Lots to construct a garage. The Bloomer's house is on Lot 16 and the south 20' of Lot 15, DELETTE TERRACE. They also own the remainder of Lot 15 and would like to construct a garage on it. The remainder of Lot 15 is considerably lower than the existing house and driveway. Therefore the Bloomer's are requesting an additional drive since the new garage will be much lower than the existing drive to the house.

SEE SHEET 2

NOTE: Areas and dimensions on this Preliminary are approximate only and in most cases will vary from the Final survey data.

Town Board Approval Date
(Includes Access approval if applicable)

County Highway Approval Date
(If applicable)

Extraterritorial Approval Date
(If applicable)

County Surveyor Approval Date

Zoning Office Approval Date

Please submit four copies to Jefferson County Planning & Zoning, 311 S Center Ave. Room 201, Jefferson, WI 53549

19-02

Handwritten note: 4 of 5



# Jefferson County Land Information



**Parcel Lines**

- Property Boundary
- Old Lot/Meander Lines
- Rail Right of Ways
- Road Right of Ways
- Section Lines
- Surface Water
- Map Hooks
- Tax Parcels
- Streams and Ditches

RORY BLOOMER

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SHEET 2 OF 2



1 inch = 60 feet

Printed on: January 18, 2019