



**PLAN COMMISSION MEETING
COUNCIL CHAMBERS, MUNICIPAL BUILDING
101 NORTH MAIN STREET, FORT ATKINSON, WISCONSIN
TUESDAY, MAY 14, 2019 - 4:00 p.m.**

AGENDA

1. Call to order.
2. Roll call.
3. Approval of minutes of April 9, 2019 Plan Commission meeting.
4. Review and approve Preliminary Certified Survey Map creating one new parcel in the 1300 block of Greene Street.

Action – Reject—Approve and refer to City Council.
5. Review and approve request for electronic message board sign for Blackhawk Phase III, LLC at 1233 Janesville Avenue.

Action – Reject—Approve.
6. Review and approve Ordinance amending definition for “Structures” in the Zoning Code.

Action – Reject—Approve and refer to City Council.
7. Adjournment.

CC: David Westrick
Michelle Ebbert
Brian Juarez
Mark Anderson
JNB Signs
Andrew Logan
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 ~ April 9, 2019
1,007th 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 Scherer, Lescohier, Greenhalgh, Manager Trebatoski and Engineer Selle. Also present: City Attorney, Building Inspector and City Clerk/Treasurer. Cm. Kutz arrived at 4:02 pm.

Excused absence: Cm. Frame.

APPROVAL OF MINUTES OF MARCH 12, 2019 PLAN COMMISSION MEETING.

Cm. Lescohier motioned, seconded by Cm. Scherer to approve the minutes of the March 12, 2019 Plan Commission meeting. Motion carried.

REVIEW AND APPROVE MOBILE MERCHANT LICENSE FOR DOYLE'S DOGS TO USE IN THE PARKING LOT AT ACE HARDWARE, 10 MADISON AVENUE

Clerk Ebbert reviewed the application, letter of approval by Ace Hardware for use of their lot, certificate of insurance and certificate from the health department. A successful background was conducted.

Greg Greenhalgh, 424 S High Street spoke in support of the applicant and the license.

Cm. Greenhalgh moved, seconded by Cm. Scherer to approve the Mobile Merchant License for Doyle's Dogs to use in the parking lot at Ace Hardware, 10 Madison Avenue. Motion carried.

REVIEW AND APPROVE PRELIMINARY CERTIFIED SURVEY MAP CREATING A 2.8 ACRE PARCEL AT W5273 HIGHWAY 106 (EXTRA-TERRITORIAL)

Engineer Selle reviewed the request. Departments reviewed without comments or concerns. Discussion was held on the size of the lot as it relates to the Comprehensive Plan and future development towards the subject property. The Subdivision Code currently being reviewed addresses lot size and future surveys will reflect additional review of the Code.

Cm. Greenhalgh moved, seconded by Cm. Lescohier to refer to the City Council to approve Preliminary Certified Survey map creating a 2.8 acre parcel at W5273 Highway 106 (extra-territorial). Motion carried.

ADJOURNMENT

Cm. Greenhalgh moved, seconded by Cm. Kutz to adjourn. Meeting adjourned at 4:10 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer

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CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 10, 2019

TO: Planning Commission

FROM: Andy Selle, P.E.

SUBJECT: Greene St - Preliminary CSM

Background:

This is a request for a preliminary certified survey map to break off a lot from an existing double lot within the City. Sanitary and water are already stubbed to this lot, indicating it was intended to be buildable when the subdivision was created decades ago.

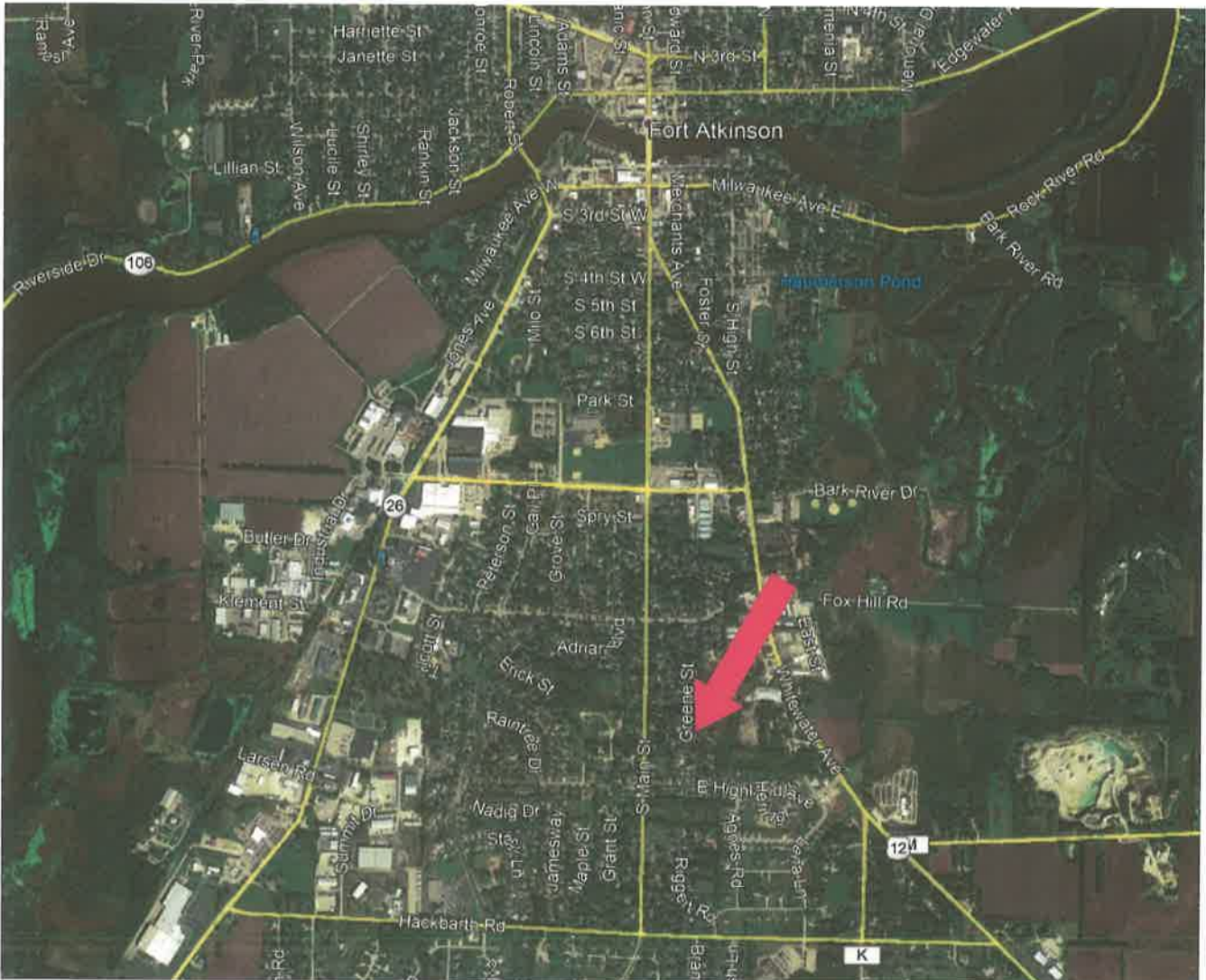


Figure 1: Property location in the City of Fort Atkinson

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City Department Reviews:

City departments have reviewed the submittal and have no concerns.



Figure 2: Proposed land addition (approximate)

Recommendation:

Staff recommends approval of the request.

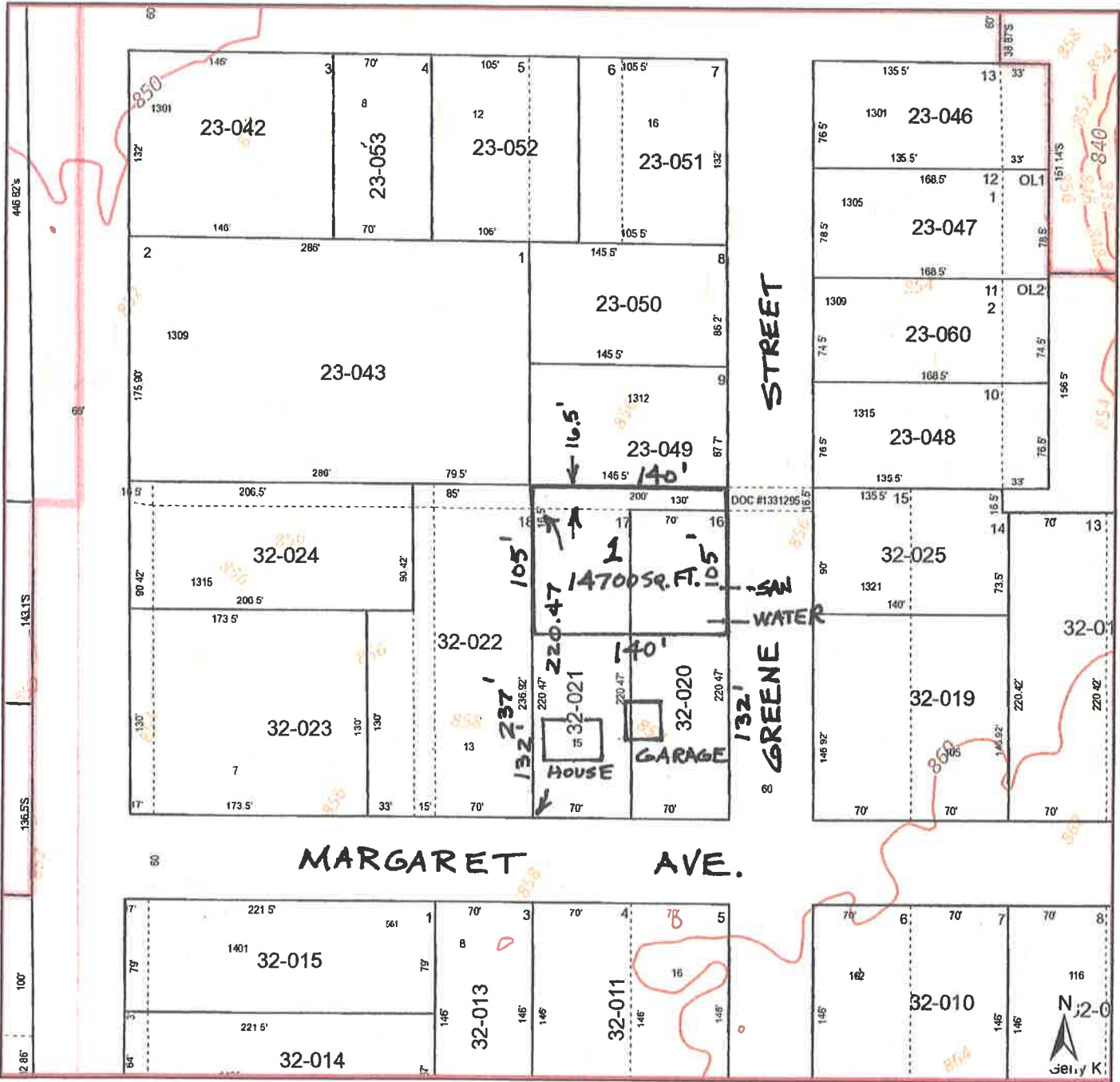
Attachments:

Original Submittal

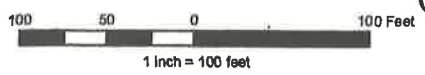
PRELIMINARY CERTIFIED SURVEY MAP

Part of Lots 16 and 17, SCHIMEK'S ADDITION and other lands in the SW¼ of the NW¼ and NW¼ of the SW¼ of Section 10, T5N, R14E, City of Fort Atkinson, Jefferson County, WI

Jefferson County Land Information



- | | | | |
|-----------------------|--------------------|-------------------------|-------------------------|
| Municipal Boundaries | Road Right of Ways | Streams and Ditches | 50 ft contour interval |
| Parcel Lines | Section Lines | 2 Foot Contours | 100 ft contour interval |
| Property Boundary | Surface Water | 2 ft contour interval | |
| Old Lot/Meander Lines | Map Hooks | 10 Foot Contours | |
| Rail Right of Ways | Tax Parcels | 10 ft contour interval | |



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CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 10, 2019

TO: Planning Commission

FROM: Andy Selle, P.E.

SUBJECT: Sign Request – Fitness University

Background:



Figure 1: Proposed sign location (approx.)

The former Cygnus building has been purchased by Andrew Logan for, in part, use as a Fitness Facility, approved by this commission. The former sign will be replaced with a new electronic sign as shown below. The sign meets all requirements.



Figure 2: Proposed sign

City Department Reviews:

All departments reviewed the request but provided no comments.

Recommendation:

Staff recommends approval of the sign.

Attachments:

Original Submittal

Leila Carl

Subject: FW: Authorize of sign request

From: Andrew L [<mailto:palogan@gmail.com>]
Sent: Tuesday, April 16, 2019 2:59 PM
To: Brian Juarez <BJuarez@fortatkinsonwi.net>
Subject: Authorize of sign request

Brian,

I authorize the pending application for signage at 1233 Janesville. Do you need further specific documentation?

Thanks,
Andrew

MONUMENT SPECIFICATIONS :

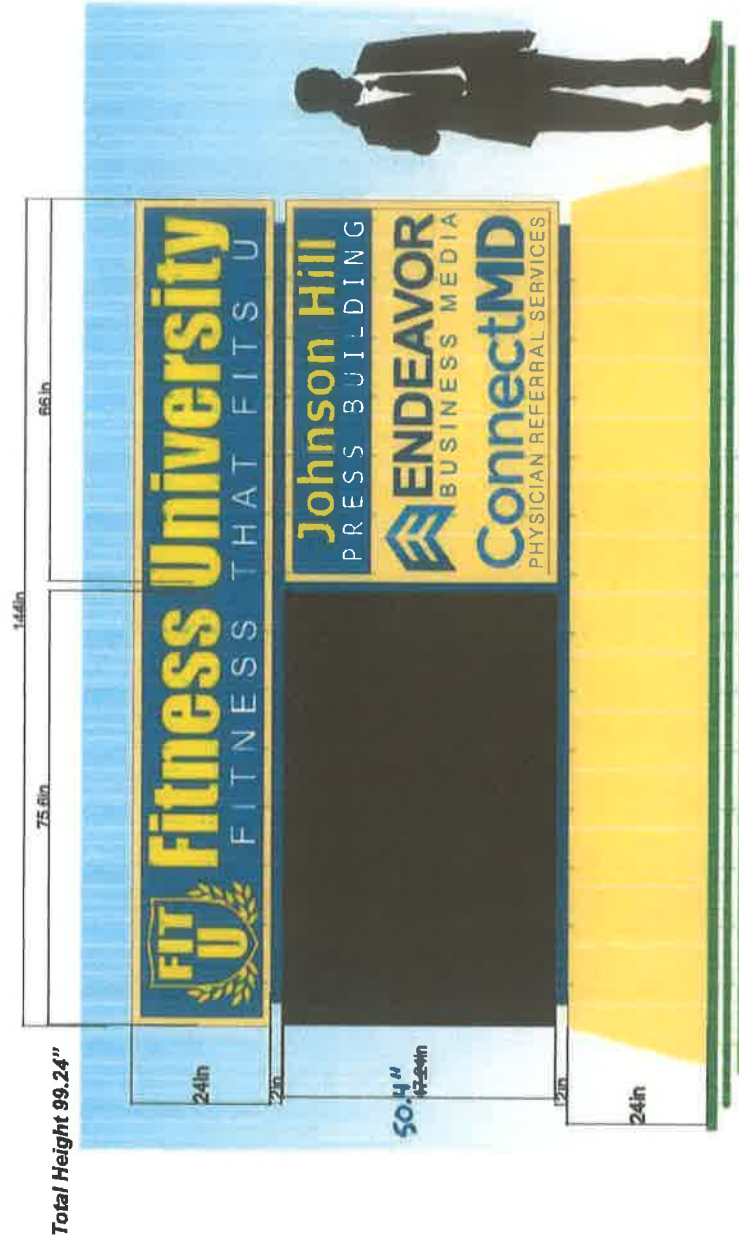
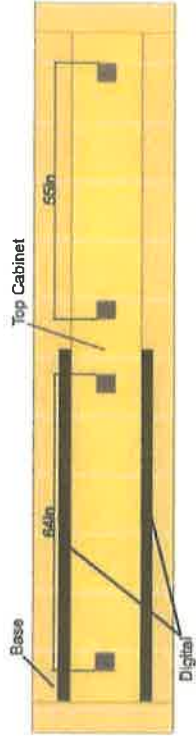
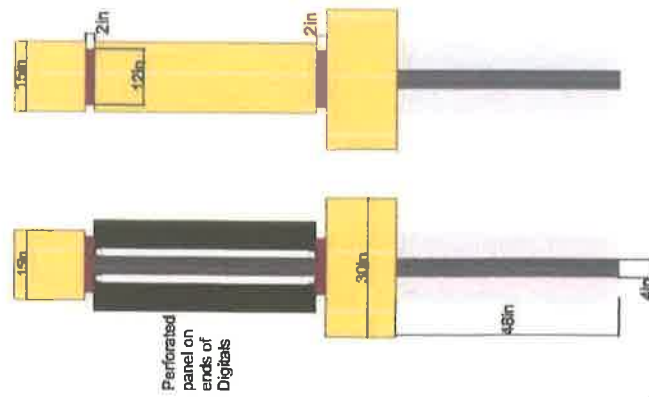
4-4" Square Steel Posts to reach to top of Top Cabinet.

Top Cabinet: SignComp 15" D/F w/Acrylic Faces, Saddle Mount.

Tenant Cabinet: SignComp 15" D/F w/Divider Bars and Acrylic Faces,
Posts to pass through Tenant Cabinet.

Digital: Optec 16mm 75x120 w/cell communication, 5 Year Parts

Digital Option: Vista 10mm 128x192 w/ cell communication,
10 Yr Parts & Labor.



JNB Signs, INCORPORATED
1221 Westpark Drive, Suite 1, Janesville, WI 53445
Phone: 715.500.9135 Fax: 715.500.7892

CLIENT: Johnson Hill Press SALESMAN: Rick Brunton ARTIST: Rick
JOB SITE: Fort Atkinson, WI

CUSTOMERS SIGNATURE: X DATE: 03-27-19 DRAWING: 07688-01e

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HILLTOP TRAIL



NOT TO SCALE

STREET FRONT

363'

SIDEWALK

140'6"



123'6"

108'8"

73'8"

158'6"

227'6"

16'6"

JANESVILLE AVE

100'

120'9"

95'8"

29'

51'

PARKING LOT



#6

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 2, 2019

TO: Matt Trebatoski, City Manager
FROM: Brian Juarez, Building Inspector
SUBJECT: Definition Change

Background:

The "Definitions" section of our Zoning Code was written in 2001 and was intended to make clear the meanings behind various zoning and construction terms. The current definition of "Structure" has changed significantly over the years and has become outmoded.

Discussion:

In order to avoid confusion and/or mistakes due to the changed terms, we would like to make the definition for the term "Structure" match the intended purpose and to be consistent with current Code definitions. This change will allow developers and/or builders to have a clear understanding of the term when proposing new development to the City.

Financial Analysis:

Zero (\$0) cost for the City.

Staff Recommendation:

Adopt definition change.

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ORDINANCE NO. _____

The City Council of the City of Fort Atkinson does hereby ordain as follows:

That Chapter 15, Zoning Ordinance, Article 15-14, Definitions, be amended as follows:

Remove the section entitled “**Structure**” in its entirety and replace it with the following:

CURRENT LANGUAGE:

Structure

Anything constructed or erected, the use of which requires location on the ground or that is attached to something having a location on the ground.

PROPOSED LANGUAGE:

Structure

Anything constructed or erected, the use of which requires location on the ground or that is attached to something having a location on the ground. Structure is not intended to include parking lots, driveways, sidewalks or landscaping.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect and be in force from and after the date of its passage and publication.

Adopted: _____, 2019.

Pres. of the City Council

ATTEST:

Michelle Ebbert, City Clerk

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