



**PLANNING COMMISSION MEETING
COUNCIL CHAMBERS, MUNICIPAL BUILDING
101 NORTH MAIN STREET, FORT ATKINSON, WISCONSIN
TUESDAY, SEPTEMBER 11, 2018 - 4:00 p.m.**

AGENDA

1. Call to order.
2. Roll call.
3. Approval of minutes of August 28, 2018 Planning Commission meeting.
4. Review and approve Preliminary Certified Survey Map creating three lots on County Highway K and request to rezone Lot 1 from A-1 to A-3 and Natural Resource zone, Lot 2 from A-1 to A-3 and Lot 3 from A-1 to A-3 and Natural Resource zone (extra-territorial).

Action – Reject—Approve and refer to City Council.

5. Adjournment.

CC: David Westrick
Michelle Ebbert
Brian Juarez
Mark Anderson
Darrel Nead
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.

CITY OF FORT ATKINSON
Planning Commission ~ August 28, 2018
997th 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, Scherer, Kutz, Lescohier, Engineer Selle and Manager Trebatoski.
Also present: City Attorney.

Excused absence: Greenhalgh

APPROVE MINUTES OF AUGUST 14, 2018 PLANNING COMMISSION MEETING.

Cm. Frame motioned, seconded by Cm. Scherer to approve the minutes of the August 14, 2018 Planning Commission meeting. Motion carried.

REVIEW AND APPROVE SITE PLAN FOR BUILDING ADDITION AT CASEY'S GENERAL STORE AT 342 WHITEWATER AVENUE

Engineer Selle presented the site plan for an addition to the southeast side of their existing building. The proposal includes a 20 x 54 foot addition towards Whitewater Avenue. He has also asked Casey's to make improvements to the stormwater runoff from the property. It was also requested that Casey's make improvements to the aesthetics of the property by improving plantings and roofline. Departments reviewed with the following comments:

Zoning – The building façade includes some improvements to the roofline, though given that this is an addition – conformance with the new standards is not required. The location of the parcel in the visible downtown area does add a level of aesthetic improvements which Casey's has agreed to take on with plantings and landscaping to the extent practical. One of the master gardeners on staff at the museum noted that many of the plants recommended are not species tolerant of Wisconsin winters (the architectural firm is from Arkansas) and recommended that they resubmit or seek her advice on vegetation selection for the property.

Stormwater – Although not required, the City's commitment to stormwater quality improvements was heard and acted upon by Casey's via the installation of a rain garden in in the corner of the lot. This will reduce pollutants coming from the parking lot before runoff enters the Rock River.

Erosion Control – The construction impact of the addition and rain garden will be small, but City storm drains are immediately adjacent to the project. An erosion control plan, approved by the City Engineer, will be a contingency of approval.

Staff recommends approval of the plan as set forth in the attachment with the following contingencies noted in the above department reviews;

- Submittal and Engineer approval of detailed design for the rain garden
- Submittal and Engineer approval of an updated planting plan
- Submittal and Engineer approval of an erosion control plan

A representative of Casey's was present and indicated they plan to change windows and doors and as well as painting the bricks a beige color. They want to improve the building aesthetically. The

Building Inspector did mention that if they are going to make changes to existing windows and doors, that is something that needs to be reviewed prior to approval to make sure they meet Code requirements. He said he feels the project can move ahead as submitted as far as construction is concerned, with the understanding that the final aesthetics and window and door locations are addressed.

Cm. Frame moved, seconded by Cm. Lescohier to approve the site plan for building addition at Casey's General Store at 342 Whitewater Avenue contingent upon submittal and approval of a plan for the color scheme and general aesthetics of the building by the Planning Commission and Engineer approval of a detailed design for the rain garden, up updated planting plan and an erosion control plan. Motion carried.

ADJOURNMENT

Cm. Kutz moved to adjourn the Planning Commission meeting at 4:10 pm. Seconded by Cm. Lescohier and meeting adjourned. Motion carried.

Respectfully submitted,
Leila Carl, Acting Secretary



CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: September 7, 2018

TO: Planning Commission

FROM: Andy Selle, P.E.

SUBJECT: Hwy. K-Extraterritorial Review – CSM and Rezone Request

Background:

This is a request for a preliminary certified survey map creating 3 new lots within a larger parcel and to rezone the lots from A1- Agricultural to A3 – Rural Residential and Natural Resources.

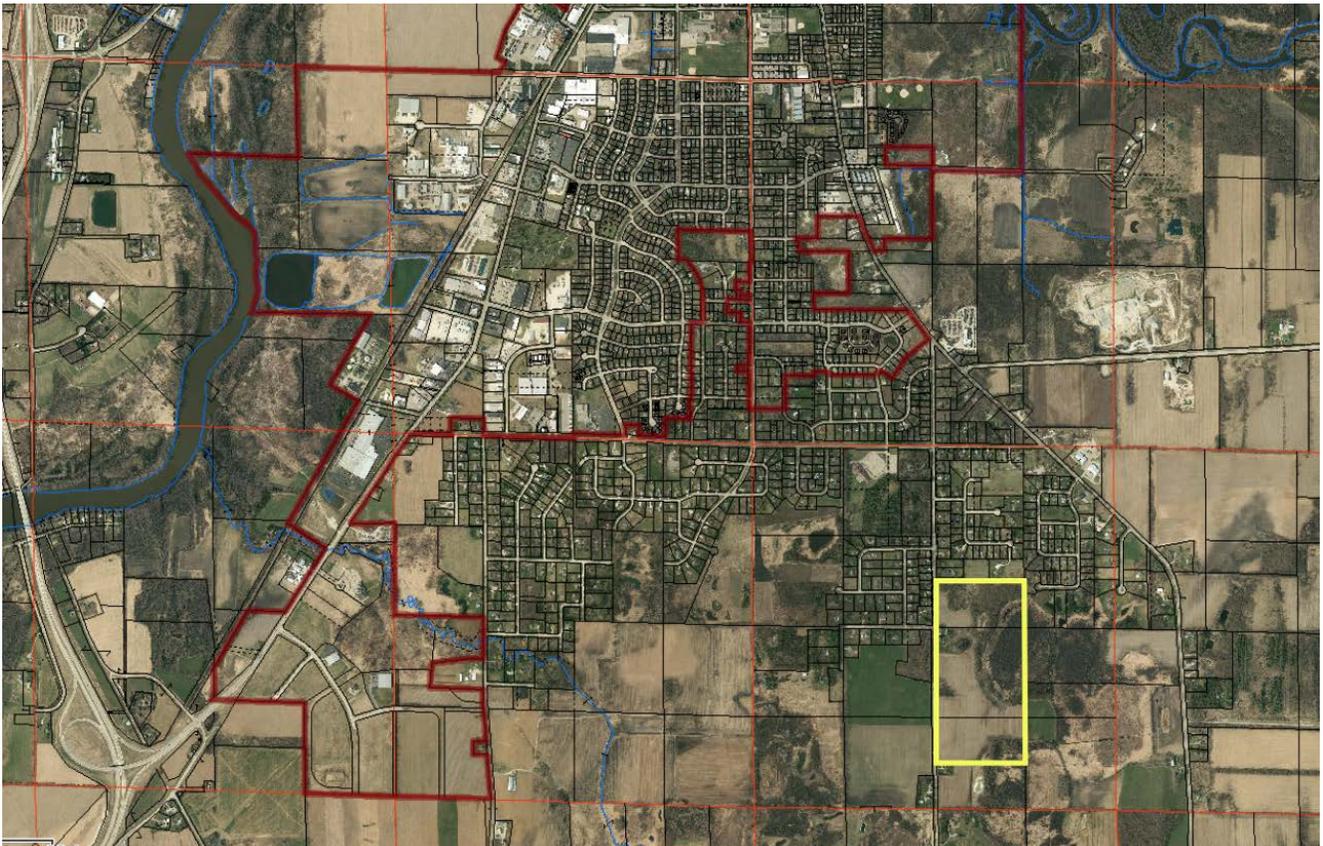


Figure 1: Existing aerial of the property. Red lines indicate the current City boundary.

taxes to pay for infrastructure maintenance as a percentage of new development WITHIN the City borders. Development adjacent to the City border utilizes City infrastructure (mainly roads and traffic volumes) but does not participate in its funding. As an example, the City passed a \$20 vehicle registration fee (wheel tax) to fund the growing cost of road improvement as there is no way to increase the general tax to provide this funding. Registration “fees” were one of the only means to fund such improvements left for Municipalities. State legislators have been trying to close this option and may or may not allow Fort Atkinson’s fee to be grandfathered in. These rules are NOT the result of Town or City making – although often portrayed as a contentious relationship, neither entity makes these rules. The rules come from the State legislature. Fort Atkinson will be taking steps to ensure that what has occurred to the south can be better planned and managed within the few areas remaining for the City to grow around its borders.

Recommendation:

Staff recommends approval of the request.

Attachments:

Original CSM Submittal

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

August 6, 2018

Andy Selle, P.E., City Engineer
City of Fort Atkinson
101 N Main St
Fort Atkinson, WI 53538

Dear Andy:

Enclosed is a copy of the Preliminary Review for Certified Survey for C3 Acres LLC c/o Peter Newcomb Re/Max Preferred. It is within the 1½ mile reviewed extraterritorial jurisdiction of the City.

Please place this Preliminary on the next Plan Commission meeting agenda.

If you have any questions please let me know.

Sincerely,

ANDERSON LAND SURVEYING



Mark E. Anderson, P.L.S.

Enclosures

JEFFERSON COUNTY

PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A division of land located in the NW ¼ and SW ¼ of the SE ¼ of Section 15, Town 5 N, Range 14 E, Town of Koshkonong, Jefferson County, Wisconsin, on Parcel Number(s) 016-0514-1513-004, 1542-000 & 1543-000

Date Submitted: June 25, 2018

Revised: _____

Owner: C3 Acres LLC c/o Peter Newcomb, RE/MAX PREFERRED

Address: 1001 Madison Avenue Suite A

City, ST Zip: Fort Atkinson, WI 53538

Phone: 920-563-2657

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: Lot 1 – Create a 4 acre nonprime lot combination A-3 building site with an approximately 31 acre Natural Resource zone. Lot 2 – Create an approximately 3 acre A-3 Farm Consolidation lot with existing house and buildings. Lot 3 – Create a 2 acre A-3 building site with an approximately 6 acre Natural Resource zone. The owners would like to use the minimum lot width of 150 feet back to the Natural Resource zone to better utilize the farmland rather than box out the nonprime land near the road creating jogs on the cropland and access the Natural Resource zone with a strip along the south line.

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)

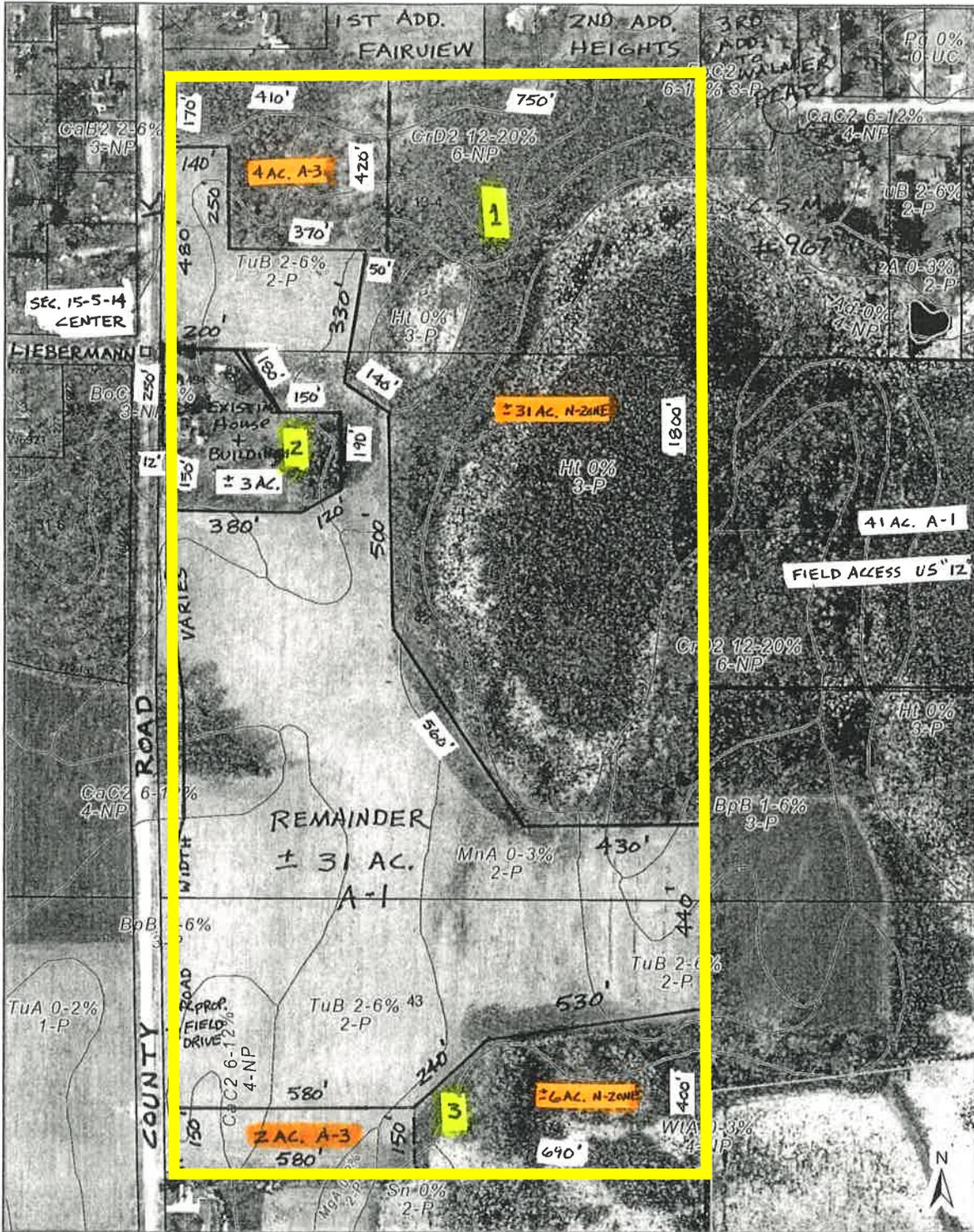
County Surveyor Approval _____ Date _____

Zoning Office Approval _____ Date _____

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

18-22

Jefferson County Land Information



- | | |
|---------------------------|----------------------------------|
| — Municipal Boundaries | — Surface Water |
| — Parcel Lines | — Map Hooks |
| — Property Boundary | — Tax Parcels |
| --- Old Lot/Meander Lines | — Streams and Ditches |
| — Rail Right of Ways | ⋮ Soil Map Units & Percent Slope |
| — Road Right of Ways | |
| — Section Lines | |

 PROPOSED DRIVEWAY
 EXISTING DRIVEWAYS
 ON LOT 2 + 3