



**PLANNING COMMISSION MEETING
COUNCIL CHAMBERS, MUNICIPAL BUILDING
101 NORTH MAIN STREET, FORT ATKINSON, WISCONSIN
TUESDAY, OCTOBER 9, 2018 - 4:00 p.m.**

AGENDA

1. Call to order.
2. Roll call.
3. Approval of minutes of September 25, 2018 Planning Commission meeting.
4. Review and approve Preliminary Certified Survey Map creating a five-acre consolidation lot off an existing parcel adding a driveway access strip on Edgewater Road and rezoning from A-T (Agricultural Transition) to A-3 (Agricultural/Rural Residential) (extra-territorial).

Action – Reject—Approve and refer to City Council.
5. Review and approve Preliminary Certified Survey Map creating a 16,500 square foot lot at 1030 Whitewater Avenue.

Action – Reject—Approve and refer to City Council.
6. 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
Planning Commission ~ September 25, 2018
999th 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, Kutz, Lescohier, Greenhalgh, Engineer Selle and Manager Trebatoski. Also present: City Attorney, Building Inspector and Clerk/Treasurer.

Excused absence: Cm. Frame.

APPROVE MINUTES OF SEPTEMBER 11, 2018 PLANNING COMMISSION MEETING.

Cm. Scherer motioned, seconded by Cm. Kutz to approve the minutes of the September 11, 2018 Planning Commission meeting. Motion carried.

PRELIMINARY REVIEW OF SITE PLAN FOR ADDITIONAL STORAGE UNITS TO BE CONSTRUCTED AT 1216 WHITEWATER AVENUE

Engineer Selle stated that Mr. Darrel Nead, Nead Self Storage requested preliminary review to add another building to his existing property. Some constraints exist due to the amount of greenspace on the property. One main area of concern is the aesthetics of the property along Whitewater Avenue, the proposed building would be positioned in the front of the property along Whitewater Avenue. Current lot size is 85,520 square feet. The code requires 20% greenspace, the proposed is only 6.6%. Fire Department requires 20 feet access to the building. Zoning is C3. This item is for review and no action will be taken by the Commission.

Mr. Nead addressed the Commission. Eight years ago he considered an addition and discussed it with the Commission; they had the same issue of greenspace. At that time, they discussed allowing an imaginary boundary from front of the back buildings to the back of property as this portion of the property was not accessible for any improvements. This imaginary line would minimize the lot size and in turn lessen the amount of greenspace needed. Nead mentioned closing off one driveway which would allow more greenspace, he stated he could also increase size of greenspace in south corner. Trying to find greenspace and maximize the property will be difficult. He is still very committed to making it look nice. The proposed building would be a two story building. The provided renderings display the front second story as advertisement of storage facility. First floor landscaped with nice façade. There will be an office with entryway.

Cm. Kutz confirmed the current site does not meet greenspace requirement and the preliminary plan only has 6.6% of the requirement of 20% per zoning code.

Cm. Greenhalgh stated that when a property comes forward that does not meet code, do we try to bring them into code. Selle confirmed the status of 'existing non-conforming' and dealt with on a case by case basis.

Cm. Greenhalgh asked about the square footage, being smaller to allow more greenspace. Nead stated nothing is final yet. The sketch drawings are the largest that can be constructed on the space available.

Cm. Kotz asked the process to allow approval without meeting the greenspace. Staff will confirm the

1 of 2

process to avoid setting a precedent.

Cm. Greenhalgh confirmed minimal landscaping when she toured the property. She would like to see some history of what has happened with non-conforming properties in the past.

Discussion continued. The existing buildings on the south side are only 15 feet from the property line. Fire Department requires 20 feet clearance. The sketch drawing provided will need some revisions to follow code requirements. Nead confirmed shrinking the size is not a problem, he wants the biggest building allowed following setbacks, requirements and restrictions. The Commission thanked him for being forthcoming and being proactive with his plans.

Attorney Westrick stated justification would be needed to allow less requirement of the code, for example, allowing less than 20% greenspace.

Nead stated that 20 feet around the building and 20% greenspace would minimize the size of the building and diminish his desire to build. He wants an aesthetically pleasing building and is willing to apply for a variance. Nead stated he would also like to add a fence along the property.

Attorney Westrick stated the plans will have to be revised to come closer to the requirements. Manager Trebatoski stated the Zoning Board must follow standards in order to grant a variance. In this case, the property is existing, non-conforming and already being used for purpose intended.

Mr. Nead stated he is not willing to shrink his building in half to meet the 20% requirement of greenspace. He does not feel it would be profitable to build less than 8,000 square feet of a building.

No action was taken.

ADJOURNMENT

Cm. Greenhalgh moved to adjourn the Planning Commission meeting at 4:46 pm. Seconded by Cm. Scherer and meeting adjourned. Motion carried.

Respectfully submitted,
Michelle Ebbert, City Clerk/Treasurer

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: October 5, 2018

TO: Planning Commission

FROM: Andy Selle, P.E.

SUBJECT: Edgewater Rd-Extraterritorial Review – CSM and Rezone Request

Background:

This is a request for a preliminary certified survey map and to rezone the lots from AT – Agriculture Transition to A3 – Rural Residential. The access as drawn meets the County requirement for 66 feet of right of way.

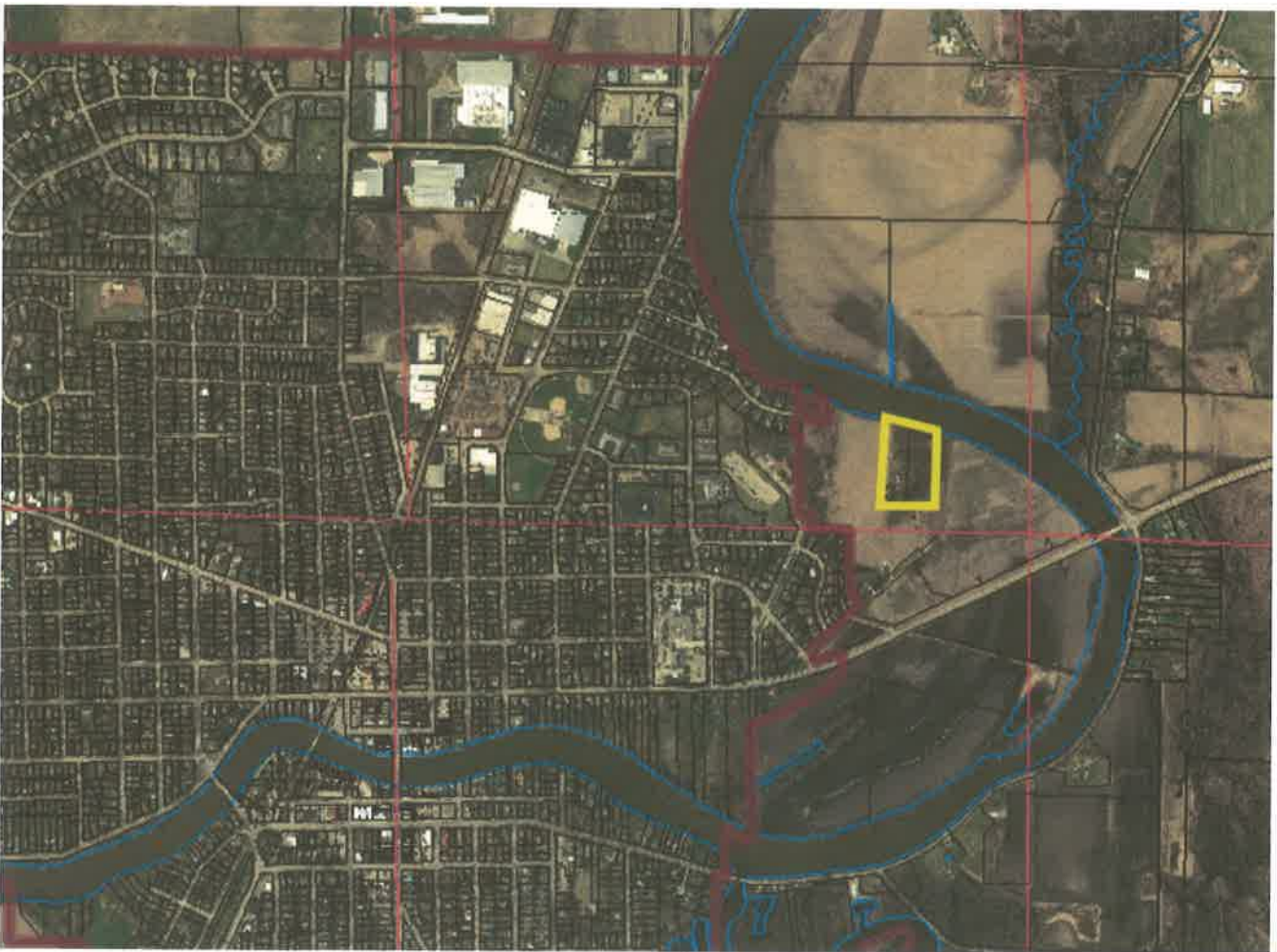


Figure 1: Existing aerial of the property. Red lines indicate the current City boundary.



Figure 2: Proposed ROW addition

City Department Reviews:

City departments have reviewed the submittal and have no concerns. This parcel is surrounded by floodplain and could come into the City in the future but would present some challenges for access during a flood.

Recommendation:

Staff recommends approval of the request.

Attachments:

Original CSM Submittal

**JEFFERSON COUNTY
PRELIMINARY REVIEW FOR CERTIFIED SURVEY**

A division of land located in Government Lot 1 in Section 3, Town 5 N, Range 14 E and Government Lot 8 in Section 34, Town 6 N, Range 14 E Town of Koshkonong, Jefferson County, Wisconsin, on Parcel Number(s) 016-0514-0311-002, 016-0614-3443-014, 016-0614-3444-000 & 016-0614-3444-001

Date Submitted: July 20, 2018
Revised: _____

Owner: Jaeckel Land LLC C/o George Jaeckel
Address: N2897 Jaeckel Road
City, ST Zip: Jefferson, WI 53549
Phone: 920-723-9812

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: Create a 5 acre A-3 Farm Consolidation lot of an existing parcel adding a driveway access strip previously described by a 33 foot right of way. This parcel includes a catalogued burial site.

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)

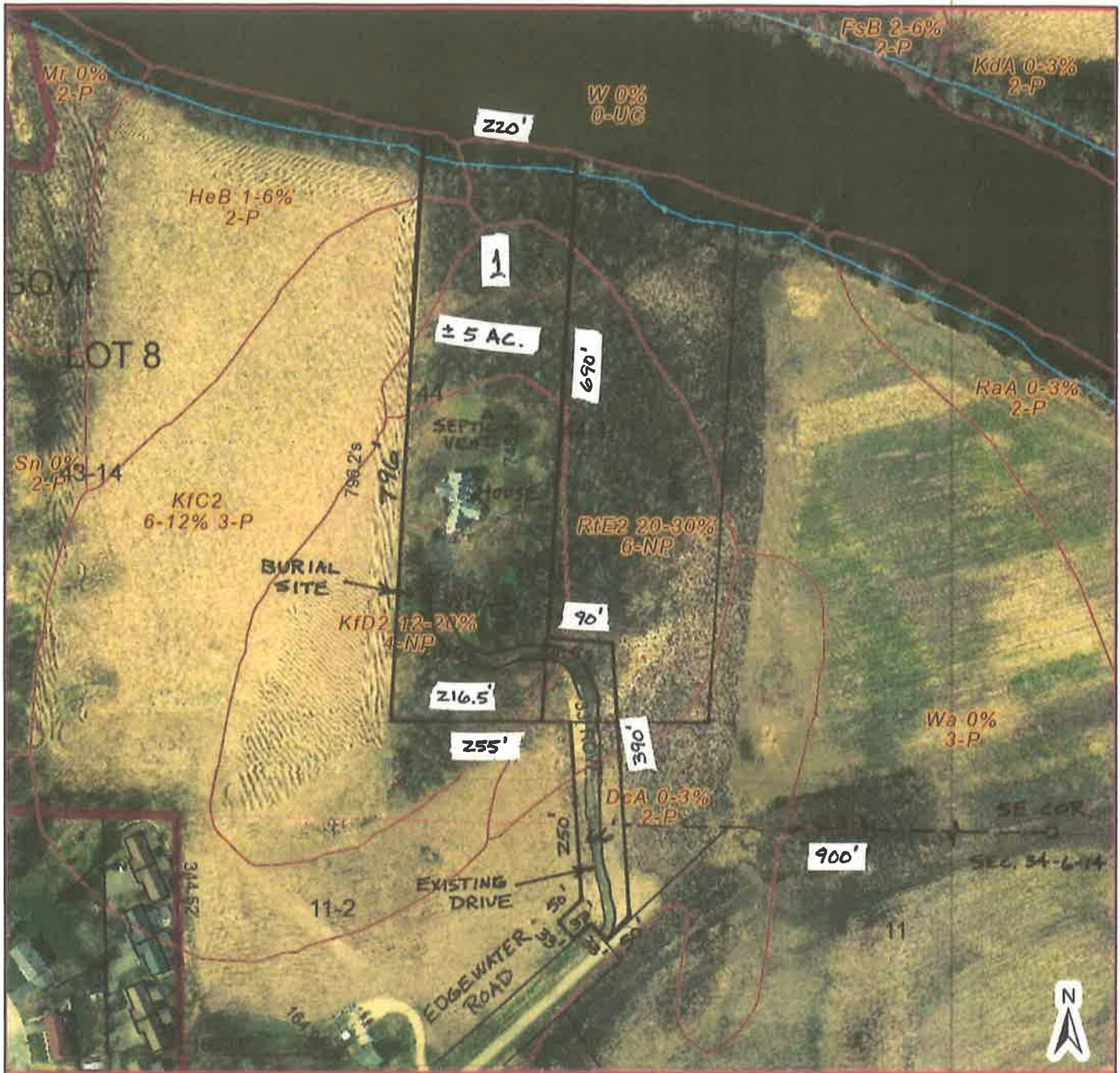
County Surveyor Approval _____ Date _____

Zoning Office Approval _____ Date _____

Please submit four copies to Jefferson County Planning & Zoning, 311 S Center Ave. Room 201, Jefferson, WI 53549 18-23

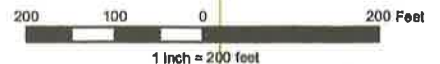
3 of 6

Jefferson County Land Information



- Municipal Boundaries
- Tax Parcels
- Streams and Ditches
- Soil Map Units & Percent Slope

SHEET 2 OF 2



Printed on: July 20, 2018

4 of 6

PETITION TO AMEND ZONING ORDINANCE

TO: JEFFERSON COUNTY CLERK
JEFFERSON COUNTY BOARD OF SUPERVISORS

PETITION NO. _____

THIS PETITION, MADE UNDER AND PURSUANT TO PROVISIONS OF §59.97(5) (a)1, WISCONSIN STATS., REQUESTS THE JEFFERSON COUNTY BOARD OF SUPERVISORS TO AMEND THE ZONING ORDINANCE OF JEFFERSON COUNTY.

George Jaeckel REQUEST THAT THE ZONING MAP OF THE TOWN OF Koshkonong
(Petitioner's Name-Please Print)

BE AMENDED TO CHANGE THE ZONING CLASSIFICATION OF THE PROPERTY DESCRIBED

FROM A-T DISTRICT TO A-3

PROPERTY DESCRIPTION

Tax Parcel/ Property
PIN Number 016-0514-0311-002 & 016-0614-3443-014, 3444-000, 3444-001
Address W5738 Edgewater Road

Subdivision _____ Lot _____ Block _____ CSM _____ Vol. _____ Pages _____

Parent Parcel Size +/- 49 acres Present Use Rural Residential & woods

PROPERTY OWNER(S)

Name Jaeckel Land LLC c/o George Jaeckel Address N2897 Jaeckel Road, Jefferson, WI 53549
Street City St. Zip
Phone 920-723-9812 E-mail Address jaeckelbros@compufort.com

PLEASE ATTACH THE FOLLOWING WITH YOUR COMPLETED APPLICATION FORM. Failure to submit a completed application that includes the below-mentioned items could delay scheduling your petition for the next public hearing. All pages including plot plan to be no larger than 11" X 17".

1. Preliminary Certified Survey delineating proposed land division.
2. Reasons for rezoning, evidence that the rezoning meets the Jefferson County Agricultural Preservation and Land Use Plan and Jefferson County Ordinance.
3. Type of use proposed and structures needed.
4. Land modifications necessary.
5. If rezoning from A-1 or N, please refer to the standards for approval on the reverse side of this application.
6. Town Board decision.
7. Other pertinent information such as proposed road access, extraterritorial plat review, etc.

REZONING HEARING FEE IS \$300, PRELIMINARY CSM REVIEW FEE IS \$50, and ADMINISTRATIVE FEE FOR REZONING OUT OF THE A-1 DISTRICT IS \$100. Soils Report by Certified Soil Tester and a Final Certified Survey Map May be Required Following Approval. Keep a copy of the application and attachments to give to the Town.

PETITIONERS/OWNERS UNDERSTAND THAT NOTICE OF PUBLIC HEARING WILL BE SENT TO THEM, TO TOWNSHIP OFFICIALS, COUNTY BOARD SUPERVISOR FOR THE AREA OF REZONING, AND PROPERTY OWNERS ACCORDING TO SEC. 11.15 OF THE ZONING ORDINANCE.

AS PETITIONER/OWNER, I UNDERSTAND THAT I MUST CONTACT TOWNSHIP OFFICIALS AND ATTEND A TOWN BOARD/TOWN PLAN COMMISSION MEETING(S) ON THIS MATTER PRIOR TO THE COUNTY'S PUBLIC HEARING; I UNDERSTAND THAT I MUST ALSO ATTEND THE COUNTY'S PUBLIC HEARING OR SEND AN AGENT TO REPRESENT ME.

(Signature of OWNER) (Date)

(Address, if Different From Above)

(Signature of PETITIONER) (Date)

(Address, if Different From Above)

Extraterritorial _____
County Board Supervisor _____

Decision Sheet Sent to Town on _____ 18-23

5 of 6

Leila Carl

From: Mark Anderson <andersonlandsurvey@gmail.com>
Sent: Friday, September 14, 2018 10:47 AM
To: Leila Carl; Andy Selle
Subject: Jaeckel
Attachments: Jaeckel.pdf

Attached is a Preliminary CSM for Jaeckel Land LLC c/o George Jaeckel for your extraterritorial review. Please place this on the next Plan Commission agenda. The Town has approved it and it is on the next County agenda.

It is basically adding a 66 foot strip to an existing parcel with an existing house to meet County access requirements. The Jaeckel's are planning on selling it.

Let me know if you need paper copies.

Thanks
Mark Anderson
Anderson Land Surveying LLC
W6141 Star School Road
Fort Atkinson, WI 53538

920-563-8162

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: October 5, 2018

TO: Planning Commission
FROM: Andy Selle, P.E.
SUBJECT: Preliminary CSM

Background:

This is a request for a preliminary certified survey map to redraw the lot lines within an existing parcel.



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

PRELIMINARY CERTIFIED SURVEY MAP

Part of the NW¼ of the NW¼ of Section 10, T5N, R14E, City of Fort Atkinson, Jefferson County, WI

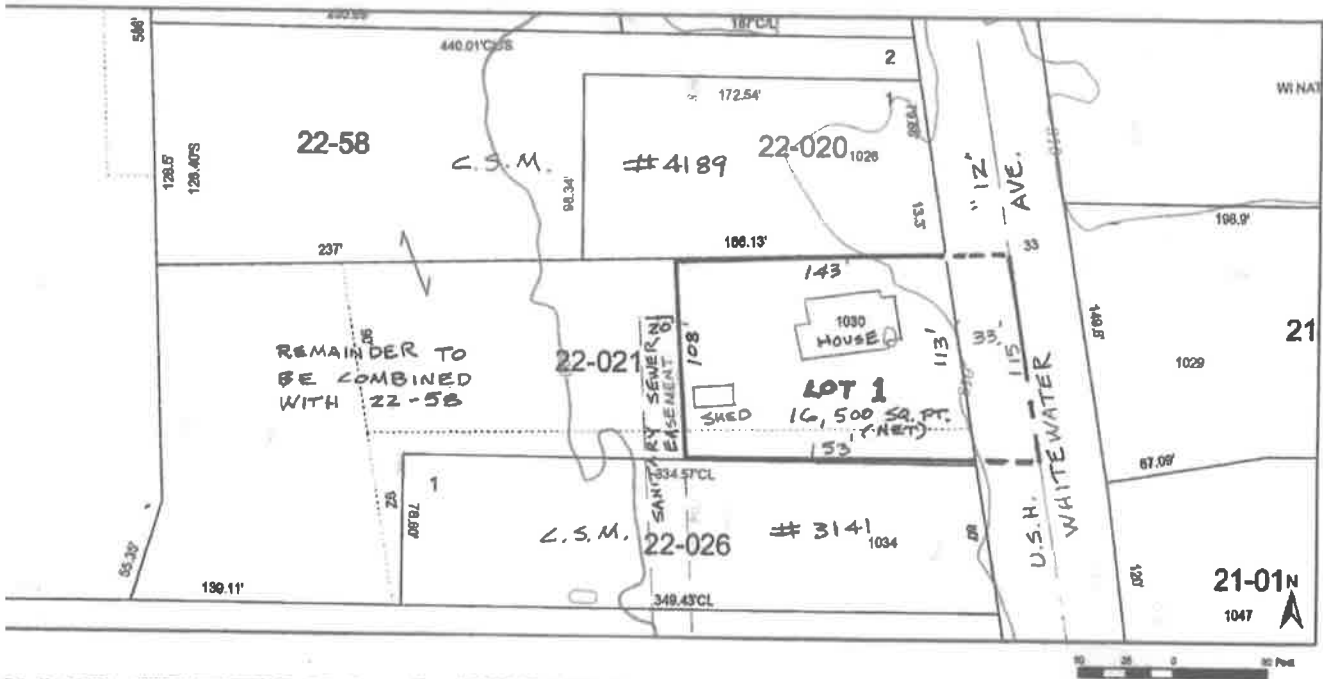


Figure 2: Proposed lot adjustment.

City Department Reviews:

City departments have reviewed the submittal.

Engineering: The larger parcel would continue as a “flag” lot, with the only access to Whitewater Avenue being through a short 20 foot access. This narrow access would limit options for development of the parcel.

Wastewater: We do not have an easement for the sanitary force main shown on the northern boundary of 22-58. Please add a 20 foot easement for this force main.

Recommendation:

Staff recommends approval of the request with the addition of the easement for the force main.

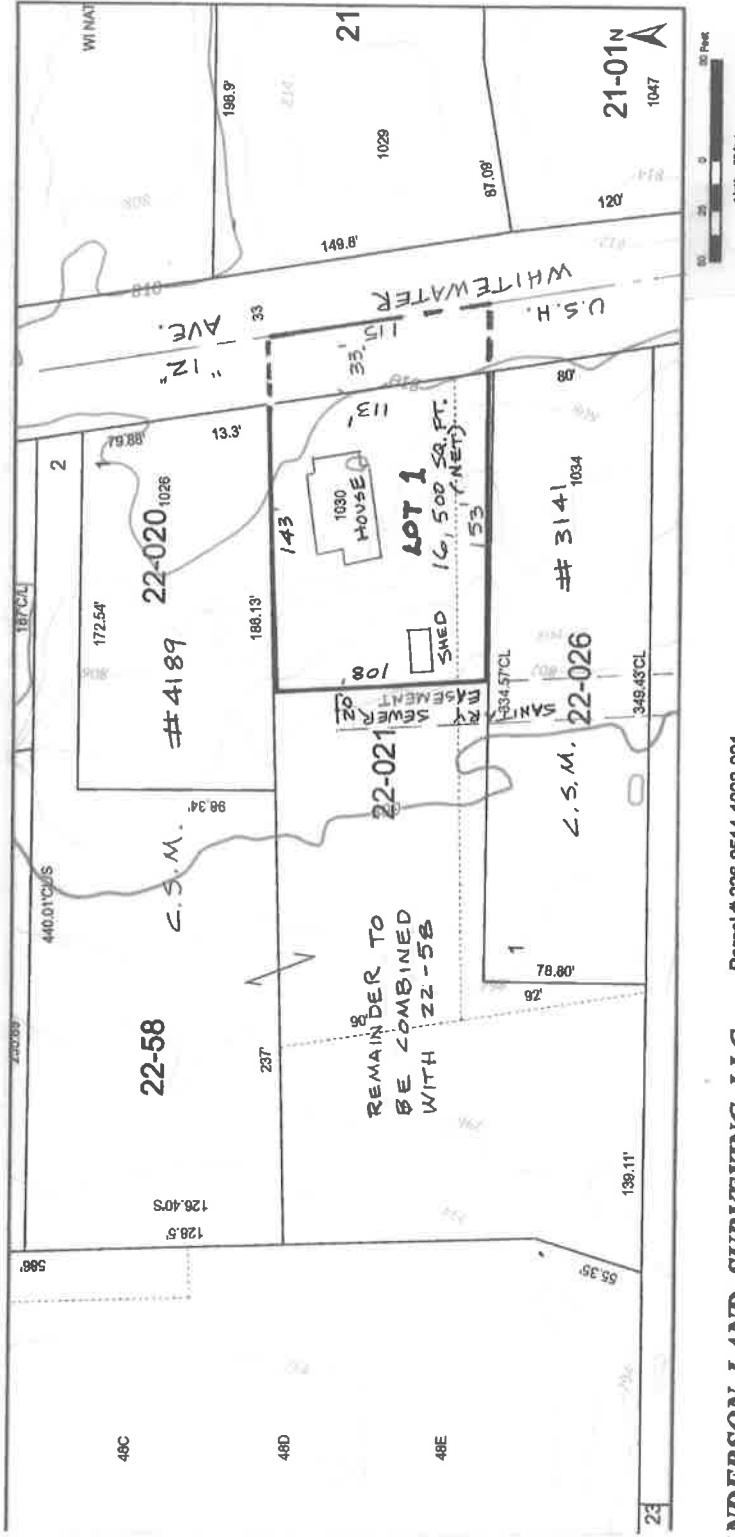
Attachments:

Original CSM Submittal

2 of 4

PRELIMINARY CERTIFIED SURVEY MAP

Part of the NW¼ of the NW¼ of Section 10, T5N, R14E, City of Fort Atkinson, Jefferson County, WI



ANDERSON LAND SURVEYING LLC
 Mark E. Anderson, Professional Land Surveyor
 W8141 Star School Road, Fort Atkinson, WI 53538
 Tel: 920-563-9162
 andersonlandsurvey@gmail.com

Parcel # 228-0514-1022-021
 Present Zoning - C-1

Note: The remainder of the parcel will be combined with the owners parcel to the north.

PREPARED FOR:
 David E. Wadman
 W8560 Hoard Road
 Fort Atkinson, WI 53538

Date: September 20, 2018
 Sheet 1 of 1
 JN 18-28

3 of 4

**CITY OF FORT ATKINSON,
WISCONSIN**

Application for Land Division



Date of Application: 9-20-18

Property Owner/Applicant: David E. Wadman

Address of Property: 1030 Whitwater Ave.

Mailing Address: W6560 Hoard Road
Fort Atkinson, WI 53538

Phone Number: 920-723-5615

Email: _____

Current Zoning: C-1

Requested Zoning: —

Narrative of Proposed Use: Split the existing house
from the parcel for sale. The remainder
will be combined with the parcel to the
north for possible development in the
future,

Surveyor: Anderson Land Surveying LLC

Preliminary Certified Survey Map
 Subdivision Preliminary Plat

Certified Survey Map
 Subdivision Final Plat

\$10/lot or \$100 maximum filing fee paid on: 9-20-18

(Planning Commission reviews request and makes recommendation to City Council; City Council reviews recommendation and approves or denies land division.)

4 of 4