

CITY OF FORT ATKINSON
Plan Commission ~ June 25, 2019
1,010th 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, Johnson, Greenhalgh, Highfield, Lescohier and Manager Trebatoski. Also present: City Attorney and City Clerk/Treasurer.

Absent: Engineer Selle

APPROVAL OF MINUTES OF MAY 25, 2019 PLAN COMMISSION MEETING.

Cm. Highfield motioned, seconded by Cm. Greenhalgh to approve the minutes of the May 25, 2019 Plan Commission meeting. Motion carried.

REVIEW AND APPROVE CERTIFIED SURVEY MAP CREATING ONE LOT ON NORTH SHORE ROAD (EXTRA-TERRITORIAL)

Manager Trebatoski stated this is to split a 2.2 acre parcel from the larger parcel for a home. Zoning will remain the same as A-1. Departments have reviewed this request. The split to a parcel of this size is not ideal to the long term development of the City. The survey was done and filed in 1999, however it was never presented to the City for review.

Cm. Greenhalgh questioned the lot size not being ideal to city long term development. Comment was noted however no objections were read in the record.

Cm. Lescohier moved, seconded by Cm. Johnson to approve and refer to City Council the Certified Survey map creating one lot on North Shore Road (Extra-territorial). Motion carried.

REVIEW AND APPROVE CONDITIONAL USE AND CERTIFIED SURVEY MAP CREATING ZERO LOT LINE DWELLINGS FOR THE PROPERTY AT 304-306 EAST HIGHLAND AVE

Manager Trebatoski presented the request to create a zero lot line to sell the property as two separate parcels. Department concerns as following:

Zoning Department: A maintenance agreement was provided for the common wall between the houses which will be recorded with the deed on each property. It was reviewed and found sufficient.

Water Department: Two shutoffs to each parcel exist and the lateral does not travel through adjacent property. There is only a single tap to the main, which is not ideal but remains on the public side.

Wastewater Department: A clause must be added in the maintenance agreement to be recorded on the deed of each property that the common portion of the sanitary lateral between the main and the split is the responsibility of both parcel owners for future maintenance and replacement.

Cm. Frame asked if the request complies with the new subdivision code being reviewed. Juarez confirmed this is built to conform.

Cm. Greenhalgh asked if the deed registration will include all comments by the Departments. Trebatoski confirmed.

Cm. Greenhalgh moved, seconded by Cm. Johnson to approve and refer to City Council the Conditional Use to split the parcel into two separate lots with a zero lot line, conditioned on the confirmation of registration of the CSM and Maintenance Agreement with the Jefferson County Register of Deeds, for the property at 304-306 East Highland Avenue.

REVIEW AND APPROVE CERTIFIED SURVEY MAP CREATING 35 +/- ACRE LOT ON MCINTYRE ROAD (EXTRA-TERRITORIAL)

Manager Trebatoski reviewed the request to split a 37 acre parcel from the larger parcel. Departments have reviewed with no concerns or comments. According to the County zoning, the split must be at least 35 acres. The property owner is parceling off a portion of the parent parcel.

Cm. Greenhalgh moved, seconded by Cm. Highfield to approve and refer to City Council the Certified Survey map creating 35 +/- acre lot on McIntyre Road (Extra-territorial). Motion carried.

ADJOURNMENT

Cm. Frame moved, seconded by Cm. Greenhalgh to adjourn. Meeting adjourned at 4:06 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer