

**PLANNING COMMISSION MINUTES
CITY OF FORT ATKINSON
SEPTEMBER 22, 2015
955th MEETING**

CALL TO ORDER.

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

ROLL CALL.

Present: Commissioners Frame, Zastrow, Hartwick, Highfield, City Engineer Andy Selle and City Manager Matt Trebatoski. Also present: Building Inspector Brian Juarez and Clerk/Treasurer Michelle Ebbert.

Excused absence: Commissioner Greenhalgh

APPROVE MINUTES OF SEPTEMBER 8, 2015 PLANNING COMMISSION MEETING.

Motion made by Comm. Zastrow, seconded by Comm. Frame to approve the Minutes of the September 8, 2015 Planning Commission meeting. Motion carried.

This agenda item was discussed as item #4 to accommodate attendees.

REVIEW AND APPROVE SITE PLAN FOR YERGES MINI-STORAGE FACILITY SOUTH OF FOX HILL LANE.

Engineer Selle reviewed a request for construction of storage units south of Fox Hill Lane. The property is zoned C-3. The requirements of setbacks and lot size have been met.

Harmon Bos was present on behalf of the applicant to review the request to create two storage facilities approximately 30' by 140' and 40' by 140'. Adjacent wetlands had created an obstacle along the south lot line. He discussed an option to include a 'y' turn to allow for fire vehicle access as this was a concern expressed by the Fire Department.

Engineer Selle discussed the location of stormwater drainage and the necessity to address the issue with Staff.

Inspector Juarez asked Mr. Bos if they can include aesthetic enhancements on the south and west side of the building as this area is an entrance to the City.

Comm. Frame inquired on exterior lighting. Inspector Juarez replied as this is not a habitable property, no exterior lighting is required.

Engineer Selle noted the site plan that included a potential future building. Was this building in the long term plan? Bos stated there is no plan at this point, but wanted to include the building to demonstrate its relation to the current request.

Comm. Zastrow made a motion to approve the site plan for Yerges Mini-Storage Facility south of Fox Hill Lane, contingent upon working with Staff to resolve the fire truck access issue, the stormwater drainage plan and to present a plan to improve the aesthetics on the south and west end of building. Seconded by Comm. Hartwick and carried.

Staff recommends approval with successful submission of the following items: lighting, landscaping, sanitation, stormwater drainage and confirmation of fire access.

REVIEW SITE PLAN AND CONDITIONAL USE FOR BLACKHAWK SENIOR RESIDENCE TO EXPAND THEIR FACILITY INTO THE FIRST FLOOR OF THEIR EXISTING BUILDING, AS WELL AS THE FIRST AND SECOND FLOORS OF THE ADJACENT BUILDING AT 214 SOUTH MAIN STREET.

Engineer Selle reviewed the items requested from the property owner. A letter was provided from the Historic Preservation Commission that addressed the accepting of the Certificate of Appropriateness for changes to the exterior of the Black Hawk Senior Residence at 1 Milwaukee Avenue West. The parking stall requirement has been met with the owner purchasing an additional location to accommodate parking. At this time, the owner or architect were not present to provide samples of the windows or window coverings.

Comm. Frame inquired on the States' privacy requirement. Juarez replied that the Statute requires privacy be provided, but does not provide how it is to be enforced. It is up to the Commission to decide how it is to be enforced and what measures to be taken to ensure privacy.

Comm. Hartwick shared concern for residential in the first floor of a building in the downtown area. He does not feel this is the best use of the property.

The Commission decided to take no action as the owner or architect had not arrived as of 4:18 pm.

Pete Weston, the property owner's architect arrived at 4:19 pm.

Mr. Weston provided a 12" by 12" sample of mirrored glass they would install behind the existing along with window coverings. He added that in the dark with interior lights, the windows can be seen into too, therefore eliminating privacy. He added that the Staff would enforce keeping the drapes closed in the evening.

The Commission had concerns for the Staff being able to monitor the residents to assure the drapes are closed appropriately. It would be presumed that the residents would like to look out the windows and would not be able to enjoy their residence if they could not look outside in the evening. The Commission expressed concern for the quality of life by taking away privileges.

Inspector Juarez shared concerns for the appearance of the downtown with reflective mirrors as now patrons can view into the businesses. Would this cause a distraction to motorists?

Comm. Highfield does not feel this request is for the highest and best use of property and does not feel this is appropriate for this location. Weston replied that the owner would say this is highest and best use of this property.

Comm. Hartwick agreed with Comm. Highfield and added this is not the best use for the city. He added he still has concerns for the residents' privacy and the aesthetics of the building.

Comm. Frame asked Weston if there is any type of glass that does not have mirror effect. Weston replied that different levels of smoked glass do exist and he can provide a mock up at the property.

No action was taken.

Mr. Weston will set up the Milwaukee Avenue location for the Commission to review with various windows and coverings.

REVIEW AND APPROVE REQUEST FOR CONDITIONAL USE PERMIT FOR COMMUNITY BASED RESIDENTIAL FACILITY TO BE LOCATED AT 311 SOUTH MAIN STREET.

Engineer Selle reviewed the request for conditional use permit for CBRF at 311 South Main Street. Departmental review expressed concern for traffic ingress and egress and where the sight lines exist, therefore requesting the ingress and egress to be reversed. The Fire Department will conduct a fire flow test.

Comm. Zastrow recommended removing the hedges on the south end of the property to assist with the sight lines.

Engineer Selle inquired on the rotation of the parking lot, would enough stalls exist. Pete Weston stated the parking would be reconfigured to allow for the maximum amount of stalls.

Attorney Rogers asked if it is the same corporate entity that will own the Blackhawk housing and this property. If they are different, the property owner would be required to submit documentation exhibiting a long term lease for the parking requirements for the property at 1 Milwaukee Avenue West. If the owner of both properties is the same corporate entity, documentation would not be required.

Comm. Hartwick moved to approve the request for a conditional use permit for a CBRF to be located at 311 South Main Street contingent upon obtaining appropriate permits, reversing the ingress and egress to make the exit from the parking lot on the north side of the property. Comm. Highfield seconded the motion and carried.

ADJOURNMENT.

Motion made by Comm. Frame, seconded by Comm. Zastrow to adjourn the September 22, 2015 Planning Commission meeting at 4:54 pm.

Respectfully submitted

Michelle Ebbert
Clerk/Treasurer