

**PLANNING COMMISSION MINUTES
CITY OF FORT ATKINSON
OCTOBER 13, 2015
956th 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 Hartwick and Highfield, City Engineer Andy Selle and City Manager Matt Trebatoski. Also present: Building Inspector Brian Juarez and Clerk/Treasurer Michelle Ebbert.

Excused absence: Commissioners Greenhalgh, Zastrow and Frame.

APPROVE MINUTES OF SEPTEMBER 22, 2015 PLANNING COMMISSION MEETING.

Motion made by Comm. Highfield, seconded by Comm. Hartwick to approve the Minutes of the September 22, 2015 Planning Commission meeting. Motion carried.

REVIEW AND APPROVE SITE PLAN FOR CONDITIONAL USE FOR ADULT FAMILY HOME TO BE LOCATED AT 816 FLORENCE STREET.

Engineer Selle introduced the plan submitted from RLZ Homes for a conditional use for an adult family home at 816 Florence Street. A total of four bedrooms will be available following renovation of the existing garage into a bedroom. This request was submitted prior to the approval of the temporary moratorium. A total of six parking stalls are required. The property owner provided that he could allow the sixth stall to be added.

Mr. Zender was present to review the renovation plan that included turning the garage into living space. The property is owned by Mr. Zender's brother and he has a lease agreement for the property. This information could satisfy the requirement for proof of ownership.

Comm. Hartwick asked for the plan that provided the renovation of the garage. Mr. Zender shared the plan with the Commissioners.

Staff would recommend approval with the following contingencies: expansion of the driveway to allow four vehicles to be parked on an asphalt surface, proof of construction renovation review by state officials, confirmed ownership of the property by RLZ Homes, fire inspection of renovated property by Fort Atkinson Fire Department prior to occupancy and plan submittal for exterior finish of garage to Building Inspector for approval.

Comm. Hartwick moved to approve the conditional use and refer to the Council for waiver of the 2,500 feet of separation, the 1% population requirement for approval with contingency upon expansion of the driveway to allow four vehicles to be parked on an asphalt surface, proof of construction renovation review by state officials, a lease agreement be provided, fire inspection of renovated property by Fort Atkinson Fire Department prior to occupancy and plan submittal for exterior finish of garage to Building Inspector for approval. Motion seconded by Comm. Highfield and carried on a voice vote.

REVIEW AND APPROVE SITE PLAN FOR ADDITION TO IPEC, 1901 ALLEN DRIVE.

Engineer Selle reviewed the submission. IPEC is located at 1901 Allen Drive in the Klement Industrial Park. They are requesting approval for a 13,500 square foot addition to their existing property. The addition would allow installation of an overhead crane system. A driveway and additional parking will be added. All setbacks have been met for this M-2 zoned property. Staff has no concerns and recommends approval.

Comm. Hartwick moved to approve the site plan for an addition to IPEC at 1901 Allen Drive. Comm. Highfield seconded the motion and carried on a voice vote.

REQUEST TO REZONE 201 N. MAIN STREET FROM M-2 (HEAVY INDUSTRIAL) TO C-3 (GENERAL COMMERCIAL)

Engineer Selle discussed the request. The property at 201 N. Main Street has been purchased and is requested to be rezoned per the new owner. The rezoning would allow better use of the property as office space. Staff has no concerns and recommends approval of the request with referral to the Council for consideration.

Comm. Highfield moved to rezone property at 201 N. Main Street from M-2 to C-3 and refer to Council.

Comm. Hartwick seconded the motion and carried on a voice vote.

ADJOURNMENT.

Motion made by Comm. Highfield, seconded by Comm. Hartwick to adjourn the October 13, 2015 Planning Commission meeting at 4:12 pm.

Respectfully submitted

Michelle Ebbert
Clerk/Treasurer