

**PLANNING COMMISSION MINUTES
CITY OF FORT ATKINSON
NOVEMBER 24, 2015
959th 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, Hartwick, Highfield, Zastrow, City Engineer Andy Selle and City Manager Matt Trebatoski. Also present: City Attorney Chris Rogers, Building Inspector Brian Juarez and Clerk/Treasurer Michelle Ebbert.

Excused absence: Cm. Greenhalgh.

APPROVE MINUTES OF NOVEMBER 10, 2015 PLANNING COMMISSION MEETING.

Cm. Frame motioned, seconded by Cm. Highfield to approve the minutes of the November 10, 2015 Planning Commission meeting. Motion carried.

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 S. MAIN STREET.

Engineer Selle provided a review of the past meeting discussions that pertained to this request.

Four criteria that was requested by the Commission: written lease for parking, samples of privacy shading or window treatments, parking plan within proximity and approval from the Historic Preservation Commission. To date the only outstanding issue is the privacy shading and window treatments. Mr. Logan provided a schedule for members to review the privacy glass samples with lights on and off in the background.

The Commission expressed concern for the residential units that are to be located in the front of the property on Main Street. This factor was discussed at prior meetings.

Cm. Hartwick thanked Mr. Logan for the extended times and mock ups put in place at the property for viewing. He continues to have concerns for the windows. Can a portion of the window be enclosed to create more privacy?

Peter Weston stated the tenants must have a window and it would not match the historic nature to enclose portions.

Engineer Selle reviewed the DHS requirements from 83.60. The loss of control of automatic blinds would not be approved by DHS.

Cm. Zastrow stated it becomes an issue with lights on and off. Most definitely, there are periods of time you can see through the windows and see inside the area.

Cm. Hartwick stated that he looks at this as a privacy factor and that people can see inside the business downtown. He added it is one thing to see inside a business, but another to see inside a residence.

Cm. Highfield asked for the purpose of the railing, she feels someone would still go around the railing to bang on the window.

Cm. Zastrow has concern for the aesthetics of downtown. The railing for outdoor seating was an amenity for a former business, but a railing and fence to keep people from being close to the window would not be aesthetic

for the downtown.

Mr. Logan defined the idea for the railing is not to serve as a fence but to create a café environment for the residents to sit and enjoy the outdoor area. The space would be suitable for handicapped accessibility but not large enough for a four person table.

Engineer Selle stated that more review and Council approval may be needed for a railing.

Mr. Logan added the railing would be taken down in the off season.

Cm. Hartwick does not like the idea of a resident seated in front of another's unit. You would be able to see inside especially being that close.

Engineer Selle stated Logan and Weston put forward a very thorough proposal and they answered all questions in a professional and timely manner. Selle reviewed the Zoning Code and information in evaluating the request. The Code discussed general purpose, intent and actions that should be evaluated within the City's Comprehensive Plan. Comprehensive Plan does include a very deliberate detailed analysis of investment in the downtown.

It indicated city actively work commercial vibrant civic service, advance as entertainment and lodging venue. Promote as second night tourism, increasing the number of people living downtown. Increase housing opportunities in downtown living activity, 24 hour environment that support the environment, supporting upper story building housing. The C-5 downtown zoning is very similar in terms of talking about the intent in promoting service. Selle stated he appreciates what Blackhawk brings to community. Evaluating the windows was tremendous effort and he appreciates the effort. However he can't get over the fact of the end goal was light and clearly sees everything going on. In the end, he has concerns are downtown and sidewalk not a place to put a residential facility of any nature. Strongly hope figure out another way to configure that would not include the bedrooms facing Main Street.

Cm. Frame also looked at the Comprehensive Plan and came to the same conclusion. The Plan is to have resident living quarters second story or higher with ground floor retail. The general public should not have opportunity to look into windows. Cm. Greenhalgh had stressed in the past that the Commission has to remember what charge the Commission is serving and she did not feel this is the best for City at this time. This would be the only facility in downtown of this nature. Frame still has concerns with the site plan and the four units with windows on Main Street.

Attorney Rogers added that a CBRF is a permitted use, the parking has been resolved and authorization has been granted by the Historic Preservation. The current issue is the site plan.

Cm. Zastrow moved to reject the site plan for Blackhawk Senior Residence to expand in first floor of the existing building. Cm. Hartwick seconded.

Mr. Weston stated that following the window percentage requirements, there is enough square footage of glass to still manage the 8% of daylight area and install automatic shading for a portion of the windows.

Cm. Zastrow added that different window treatments do not address living units on the first floor.

Cm. Hartwick still has concerns for residents on the first floor.

Clerk Ebbert took a roll call vote. The vote was unanimous to deny the submitted site plan.

DISCUSSION AND APPOINTMENT OF WORKGROUP TO REVIEW MORATORIUM ON ADULT FAMILY HOMES AND COMMUNITY BASED RESIDENTIAL FACILITIES IN FORT ATKINSON.

Engineer Selle has organized nine volunteers to serve in addition to seven City staff. The first meeting is scheduled for December 9th at 9:00am and they will meet every two weeks until approximately mid-January.

Cm. Hartwick moved to approve the appointment of workgroup to review moratorium on adult family homes and community based residential facilities and refer to Council and to report to Planning Commission on December 9th and to discuss an end date for the moratorium. Engineer Selle seconded and motion carried.

ADJOURNMENT

Cm. Frame moved, Cm. Highfield seconded the motion to adjourn the Planning Commission meeting at 5:12 pm. Motion carried.

Respectfully submitted,

Michelle Ebbert
Clerk/Treasurer