

**PLANNING COMMISSION  
CITY OF FORT ATKINSON  
MINUTES  
MARCH 25, 2008  
853<sup>rd</sup> MEETING**

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

Members present: Wilmet, Brown, Rybicke, Vincent and Woods

Members absent: Behrens and Camplin

Others present: Rudy Bushcott, Brian Juarez, Teri Strohschein, Doug Marklein, Rev. Brian Meyer, Jim Geyer, Craig Long, Colin Godding, Sheldon Mielke and Dianne Hrobsky

Item #1: Review and Approve Conditional Use Permit for a Community Based Residential Facility (C.B.R.F.) at 1621-1623 Premier Place (Tabled at March 11, 2008 Meeting).

A motion to remove this item from the table for discussion was made by Dennis Rybicke, seconded by Bob Vincent, and passed by a 5- 0 voice vote.

Jeff Woods reviewed what was presented at the last meeting. The parcel is zoned R-2, and requires a conditional use for a C.B.R.F. The Commission has four criteria to look at:

1. Licensed under WI Administrative Code HFS-83.
2. Not a burden on City services.
3. Off-street parking.
4. Meets City Building and Housing Codes.

The previous plan provided only eight parking stalls. With eight residents and three staff members, eleven stalls are required. The revised plan provides the eleven stalls and the driveway locations meet the City's distance requirements from the corner. The request now meets all of the criteria. The other item discussed at the March 11<sup>th</sup> meeting was the water lateral on Commander Court, which will be abandoned and re-tapped on Premier Place.

Bob Vincent asked if fire protection access would still be possible if all the parking stalls were full? Jeff Woods said the access would still be available from Commander Court and Premier Place.

Motion by Dean Brown, seconded by Dennis Rybicke, to approve the conditional use request by Homes for Independent Living for a C.B.R.F. at 1621-1623 Premier Place. The motion passed by a 5-0 voice vote.

Item #2: Review Identification of Hazards Request for a Community Based Residential Facility (C.B.R.F.) at 318 North Main Street.

Jeff Woods said this request is from the Department of Health & Family Services for this C.B.R.F. The request is based on the type of resident and after reviewing the area, came up with eight comments that were sent out with the agenda. They are:

1. Location of the Rock River;
2. Location of Highway 89;
3. Location of Highway 12;
4. Location of active rail line;
5. Easy access for police, fire EMT and health care;
6. Property not in floodplain, floodway, or floodfringe;
7. No air quality effects, but traffic noise; and
8. No hazards to travel of the residents.

Jeff Woods asked the members if they could think of any other items – no one could.

Motion by Dennis Rybicki, seconded by Bob Vincent, to direct Jeff Woods to respond back to the Department with the eight comments. The motion passed by a 5-0 voice vote.

Item #3: Review and Approve Conditional Use Permit for Church at 1125 Whitewater Avenue.

Jeff Woods said the parcel is zoned C-1, Highway Business, and a church requires a conditional use. An approval letter was received from the owner of the property. The church is proposing services on Sunday mornings and evenings, and Thursday evenings, and to be open from 9:00 a.m. to 5:00 p.m. daily. The parking requirements are one stall per five seats. With 14 stalls provided, they would be allowed 70 seats. Rev. Brian Meyer felt this would be adequate. Jeff Woods said that two of the stalls would have to be handicapped. The neighbors were notified, and no comments were received.

Motion by Bob Vincent, seconded by Dennis Rybicki, to approve the conditional use request by River of Life Apostolic Church at 1125 Whitewater Avenue. The motion passed by a 5-0 voice vote.

Post meeting note: Only one handicapped stall is required.

Item #4: Review and Approve Site Plan for Four-Unit Apartment Complex on Lots 111 and 112 of the Fourth Addition to Koshkonong Estates (Ramesh Shah).

Jeff Woods said these parcels are both zoned R-3, multi-family, restricted to four units. The plan proposes a four-unit on each. The plan meets the Code requirements for setbacks and lot coverage. No signage is proposed and only entrance and security lighting is planned. Storm drainage will use overland flow and a rain garden. The landscaping requirements are four trees and 12 shrubs; they are providing eight trees and 14 shrubs per lot. The Fire Department commented on needing 20-foot wide access roads, and 28-foot radii on the roads, and the Water Department wanted 10-foot clearance from the hydrant to the access drive and curbing to protect the hydrant. The revised drawing addresses these concerns.

Motion by Dean Brown, seconded by Dennis Rybicke, to approve the site plan for the four-unit apartments on Lots 111 and 112 of Fourth Addition to Koshkonong Estates. The motion passed by a 5-0 voice vote.

Item #5: Review and Approve Grading and Layout Site Plan for Banquet Facility, 1825 Janesville Avenue.

Jeff Woods said this parcel is zoned M-2, heavy industry, and is located in the Klement Business Park. The plan meets the Code requirements for lot coverage and setbacks. The stormwater drainage will be handled by an on-site pond that will meet the City and State's requirements for detention and infiltration. The following comments were received from the City Departments.

Water Department:

- Documentation on water main in Central Coast Lane becoming private – included in Offer to Purchase.
- Abandon water lateral on Commerce Parkway – lateral to service future hotel.

Wastewater Utility:

- No sampling manhole required, banquet hall to be billed at sit-down restaurant rate.
- Hotel will need separate water lateral and meter, so as not to be billed with banquet hall.

Fire Department:

- Need additional information on access road widths, radii and lengths.
- Would like to discuss need or relocation of fire hydrant next to future building.
- Would like buildings addressed on street that provides access.

Colin Godding, of CSG Architects, said these issues will be addressed in the next submittal. The building plans, landscaping, lighting and signage plans are currently being worked on. When asked by Bob Vincent, Colin Godding felt the parking was to Code, but that it will be looked at.

Motion by Dennis Rybicke, seconded by Bob Vincent, to approve the grading and site layout for a banquet facility at 1825 Janesville Avenue. The motion passed by a 5-0 voice vote.

Item #6: Approval of Minutes and Adjournment.

A motion to approve the Minutes of the March 11, 2008 meeting was made by Dennis Rybicke, seconded by Jeff Woods, and passed by a 5-0 voice vote. A motion to adjourn was made by Dean Brow, seconded by Bob Vincent, and passed by a 5-0 voice vote. The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Jeffrey L. Woods, P.E.  
Secretary