

**PLANNING COMMISSION  
MINUTES  
JUNE 12, 2007  
838th 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, Behrens, Brown, Camplin, Rybicke and Woods

Members absent: Vincent

Others present: Brian Juarez, Mary Strohbusch, Steve Holz, Sue Schwab, Terry Schroeder, Edwin Bos, Ramesh Shah, Raveen Shah and Ron Zechel

Item #1: Review and Approve Conditional Use and Parking Requirements for Revised Layout for St. Vincent DePaul Society at 1525 Summit Drive, Suite D.

Jeff Woods said this was previously submitted to the Commission to lease one 6,000 square foot space. The plan was not approved because of parking issues. The revised plan shows them leasing two 6,000 square foot spaces, which gives them more room for parking. The parcel is zoned M-2, Heavy Industrial, which requires a conditional use permit. The permit would be for St. Vincent DePaul at this location. The revised plan provides for 13 parking stalls in front and 18 in the back. The Code requires one stall per 200 square feet of floor area, minus storage area. With floor area of 10,000 square feet, 50 parking stalls would be required. Similar businesses in the area use about 25-30 stalls, so this number should be adequate for this location.

When asked by John Wilmet, Brian Juarez said the Code gives the Commission the ability to reduce the parking requirements, if justification is given. If parking becomes a problem in the future, the Commission has the ability to review it again because of the conditional use.

Motion by Dennis Rybicke, seconded by Dean Brown, to approve the conditional use permit and reduce the parking requirement to 31 stalls. The motion passed by a 5-0 voice vote, with Cwmn. Behrens abstaining.

Item #2: Review and Approve Preliminary Certified Survey Map Creating Three (3) Lots on Carnes Road (Extra-Territorial).

Jeff Woods said the proposed parcels are located approximately two miles southeast of the City limits off of Highway 12. Two lots are being created for building sites and one lot for transfer to the adjacent property owner. The City's current Master Plan Map does not extend that far out, but the closet area is designated as Rural Residential. There are no plans to extend City utilities at this time, so annexation is a long time away.

Motion by Cwmn. Behrens, seconded by Bill Camplin, to recommend to the Council to approve the Preliminary Certified Survey Map as presented. The motion passed by a 6-0 voice vote.

Item #3: Review and Approve Site Plan for Building Addition and Parking Lot Expansion at 701 Highland Avenue.

Jeff Woods said this parcel is zoned M-2, Heavy Industrial. The plan is to revise the parking lot and a possible 30-foot by 150-foot building addition on the south side of the building. The new parking lot on the front of the building will provide for six stalls and the expansion of the lot on the east side will provide for six more, and make truck access to the loading docks easier. The proposed building addition would fit with the existing building and meet all of the setbacks and lot coverage requirements. If the building would be built, additional information on landscaping, lighting, etc. would have to be submitted for formal approval.

When asked by Brian Juarez, Terry Schroeder, building owner, said there would be 14 employees in the building. He also indicated the building addition may or may not be constructed, it depends on how the business goes.

Motion by Dean Brown, seconded by Dennis Rybicke, to approve the parking lot expansion and conceptual building addition. The motion passed by a 6-0 voice vote.

Item #4: Review and Approve Preliminary Subdivision Plat for Fourth Addition to Koshkonong Estates (Lapse of Original Approval).

Jeff Woods said this was originally approved on June 27, 2007 and is being resubmitted for approval because of a lapse of time. The Plat is for Lots 82 to 114, and also has Outlot 2 for stormwater management, Outlot 3 as a public park, and a 30-foot walkway easement along the north boundary. There are eight R-1 lots (#92-99); twenty R-2 lots (#82-91 and #101-110); four R-3 lots restricted to four-units (#111-114); and one 40-unit R-3 lot (#100). There is a Developer's Agreement that is in place for this Subdivision, and it is currently being constructed.

John Wilmet said this development was discussed several times before it was approved to resolve the issues of the number of units, traffic volumes, parkland, and the walkway. It was approved before and is now being resubmitted because of a lapse in time. It is identical to what was previously approved.

Motion by Dennis Rybicke, seconded by Bill Camplin, to recommend to the Council to approve the Preliminary Plat of the Fourth Addition to Koshkonong Estates. The motion passed by a 6-0 voice vote.

Item #5: Review and Approve Preliminary Subdivision Plat for Fifth Addition to Koshkonong Estates.

Jeff Woods said this Plat covers Lots 115-149. The zoning of the lots was previously approved and this Plat has no R-1 lots; thirty R-2 lots (#120-149); four R-3 lots restricted to 4-units (#115-118); and one 40-unit R-2 lot (#119). Outlot #4 is used for storm water management and will have two detention ponds constructed on it. The construction plans were submitted with the Fourth Addition, so they have been approved. A draft Developer's Agreement for the Fifth Addition is being reviewed and will be submitted to the Council for approval. The only addition that is needed is a note indicating five-foot setbacks from the easements on Lots 119, 120, 121, 135, 136, 138 and 139, similar to the Fourth Addition.

Cwmn. Behrens questioned the impacts these two Subdivisions would have on parks, traffic, etc. John Wilmet said a neighborhood park had been dedicated in the Fourth Addition, Rock River Park is next to the Subdivisions, and the number of units had been reduced from the original plan. Jeff Woods said there are 211 units in both Subdivisions, and the Code would allow 238 units under low density. This addition was reviewed when the Fourth Addition was brought in and originally approved.

Motion by Bill Camplin, seconded by Dean Brown, to recommend to the Council to approve the Preliminary Plat of the Fifth Addition to Koshkonong Estates, with the addition of the notation of the five-foot setback from easements on Lots 119, 120, 121, 135, 136, 138 and 139. The motion passed by a 6-0 voice vote.

Item #6: Review and Approve Site Plan for Second Wireless Communication Antenna at 104 East Blackhawk Drive.

Jeff Woods said this parcel is zoned M-2, Heavy Industrial, and a conditional use permit is needed for this request. The existing tower cannot support any additional antennas. A second tower would allow additional antennas to improve coverage. A 112-foot tower is being proposed, that would allow for additional antennas at the 92 and 102 foot heights. A leased area of 35-feet by 37.5-feet would house the equipment building and would be accessed with the existing driveway. This area would be fenced and landscaped. A variance to the 110% setback has been approved by the Board of Zoning Appeals, so this layout will not impact future expansion at Wisconsin Packaging.

When asked by Bill Camplin, Ron Zechel, representing Sprint/Nextel, said the towers are designed to break at the mid-point, or wherever, to reduce the fall down zone. To date, none of these towers have fallen down.

John Wilmet said there were two conditions on the Board of Zoning Appeals approval that have or will be met.

Motion by Dennis Rybicke, seconded by Cwmn. Behrens, to approve the site plan for the second wireless communication tower at 104 East Blackhawk Drive. The motion passed by a 6-0 voice vote.

Item #7: Approval of Minutes and Adjournment

A motion to approve the Minutes of the May 22, 2007 meeting was made by Cwmn. Behrens, seconded by Dennis Rybicke, and passed by a 6-0 voice vote. A motion to adjourn was made by Dean Brown, seconded by Dennis Rybicke, and passed by a 6-0 voice vote. The meeting adjourned at 4:40 p.m.

Respectfully submitted,

Jeffrey L. Woods, P.E.  
Secretary