

PLAN COMMISSION

Monday March 21, 2016

7:00 P.M.

**McFarland Municipal Center
Community Room**

AGENDA

1. Call to order.
2. Review and approval of draft Minutes from the January 19, 2016 Plan Commission meeting, tabled from the February 15, 2015 meeting) and the February 15, 2016 Plan Commission meeting.
3. Public Hearing - Review and possible recommendation to the Village Board regarding a 2-Lot Certified Survey Map (CSM), for property owned by Village of McFarland. The property addresses are 5524-5526 N. Cook Street, and 5100 Broadhead Street and are currently zoned R-2, Single and Two Family Residence.
4. Public Hearing - Review and possible recommendation to the Village Board on a request by Timothy LeBrun, College Properties LLC for approval of a revised condominium plat and First Amendment to Declaration of Condominium for Storage Shop USA for expansion of current commercial condominium plat. The current addresses are 4901 – 4943 Ivywood Trail. The property is currently zoned C-H Highway Commercial.
5. Review and possible recommendation to the Public Safety Committee and Village Board regarding an application for a 40' x 75' outdoor sports activity area with the consumption of alcohol by Carter Smith, Spartan Bowl at 4711 Farwell Street, McFarland, WI.
6. Discussion – review of draft by MDRoffers for public participation procedures for the update to the Village of McFarland Comprehensive Plan.
7. Department Reports:
 - a. Highlights and updates
 - b. Property Maintenance

8. Adjournment

Notes:

- 1) Persons needing special accommodations should call 608-838-3154 at least 24 hours prior to the meeting.
- 2) A quorum of The Village Board may attend this meeting for the purpose of gathering information relevant to their responsibilities as Village trustees. No matter shall be considered nor shall any action be taken by said Village Board members at this meeting.
- 3) More specific information about agenda items may be obtained by calling 608-838-3154.

This agenda was posted, or caused to be posted, by my hand on the 18th day of March 2016, at the following three (3) posting places in the Village of McFarland, to wit: McFarland Municipal Center, 5915 Milwaukee Street; E.D. Locke Public Library, 5920 Milwaukee Street; and the McFarland State Bank, 5990 Hwy. 51.



Tracey Berman, Clerk/Deputy Treasurer

Working Draft -Minutes Plan Commission Meeting

January 19, 2016

- Members Present:** Brad Czebotar, Bruce Fischer (arriving at 7:05), Dan Kolk, Ron Berger, Steve Jackson (leaving at 7:31)
- Members Absent:** Steve Jackson, Kate Barrett, Cathy Kirby
- Staff Present:** Pauline Boness, Eric Rindfleisch, Brian Berquist, Karen Knoll
- Others Present:** Jane Lynaugh, Steve Scott Smith, Dan Martinez & Jerry Berquin
Dimension IV Architects

1. **Call to order.** Chair Czebotar called the meeting to order at 7:00 p.m.
2. **Review and possible approval of draft Minutes from the December 21, 2015 Plan Commission meetings.**

Czebotar requested the word "ordinance" be replaced with the word "bill" under section 5-Update – regulation of tourist rooming houses.

Czebotar moved to approve the minutes as corrected, seconded by Kolk the November 15, 2015 minutes. Motion carried 6-0.

3. **Public Hearing - Review and possible action regarding a request for a 2-Lot Certified Survey Map (CSM), for property owned by Spartan Properties of McFarland LLC. Legal description as follows: Lots One(1) and Two (2), Certified Survey Map No. 4586, recorded in Volume 20 of certified surveys, page 97 and 98, as document No. 1867607, Located in the Village of McFarland, Dane County, Wisconsin. The property addresses are 5611 and 5613 Lake Edge Road, and currently zoned C-G General Commercial.**

Czebotar moved to open the public hearing at 7:03 p.m.

Jerry Burquin with Dimension IV Architects is the project manager for Tim Neitzel six unit townhome projects. He can only address the 6 unit project; there will be a future commercial project on the adjoining property.

Czebotar closed the public hearing at 7:04 p.m.

Czebotar stated per the background information, a CSM was approved in 2012, now there is a change in the utilities easement width from 30' to 22'. Boness stated there are also changes in

ownership from NHL to Spartan Properties along with the utility easement and McFarland State Bank is now the mortgagee. There is a cross easement shown across the commercial property which only pertains to Lot 2.

Czebotar moved to approve a request for a 2-Lot Certified Survey Map (CSM), for property owned by Spartan Properties of McFarland LLC. Legal description as follows: Lots One(1) and Two (2), Certified Survey Map No. 4586, recorded in Volume 20 of certified surveys, page 97 and 98, as document No. 1867607, Located in the Village of McFarland, Dane County, Wisconsin. The property addresses are 5611 and 5613 Lake Edge Road, and currently zoned C-G General Commercial. With the stipulation that dates get changed from 2014 to 2016. Motion seconded by Kolk. Motion carried 5-0.

4. Public Hearing - Review and possible action regarding a Conditional Use Permit (CUP), requested by Tim Neitzel, for approval of a 6-unit multi-family residential structure for property located at 5611 Lake Edge Road currently zoned C-G General Commercial.

Czebotar opened the public hearing at 7:09 p.m.

Jane Lynaugh managing partner for Sweeney Investments 2969 Woods Edge Way, Fitchburg, WI. indicated their partnership opposed the proposed CUP and distributed a letter to Commissioners.

Scott Smith 5624 Lake Edge Road – has two concerns in regards to the propose project, one is the impervious surface, Lake Edge has a tendency to collect water as it does not have a strong drainage system, he is concerned about the added impervious surface and the two new proposed driveways directed towards his home. Secondly he is concerned about increased traffic with two driveways; one accessing the Bisbee strip mall, the other bringing increased residential traffic from the townhouses. While he understands this is just for discussion of tonight's proposed townhouse project, the traffic of all possibilities needs to be considered. You will have the additional commercial site and also the redevelopment of the Beach House site bringing traffic onto Lake Edge. At some point you will also have the future bike path bringing additional safety concerns, the posted speed limit is 15 mph and most do not follow it.

Burquin stated this project was originally proposed for six units in 2011-2012; due to the economy, Neitzel did not move forward with it as he was not able to get financing. With the residential market improving they are looking to now move forward. It will be six townhome style units with each having a front door facing the street along with a garage off the back of each unit. Visitor parking is in the rear backing up against the parking of the future commercial project. The units will each have a first floor with living room, kitchen and dining room, bedrooms upstairs along with a den. There will be laundry built into the units. Two units are stacked flats, one being all on the main floor and the other entirely on the second level.

The exterior is designed to establish a character that looks like six separate townhomes, broken up by different colors and textures. There will be trim boards to separate out the units from each other. Berquin explained materials and color schemes for the proposed project; they are looking for a traditional feel.

Boness inquired about the driveway situation and how it has changed since the 2011 proposal, it was originally a shared driveway with the Bisbee property. Neitzels's driveway as proposed, will now be separate.

Brian Berquist – Village Engineer stated the storm water management for the site is proposed with two swales which will serve both as infiltration and treatment of the water. The swales will handle cleanliness before water moves on to the lake. The infiltration areas are intended mostly for quality, it will most likely not affect the neighbors in the area when there is a larger storm, it will handle maybe ½" during a smaller rain storm but infiltration areas are not intended to handle larger storms. If every property in the watershed installed one of these they would be in much better shape, which is the intention of requirements on new projects. This project does meet the ordinance; but by itself, will not make a noticeable change to the entire area. Berquist reviewed the location of the swales, along with a small collection area. Most of the pollutants are captured during a small rainfall with the first ½", after that, the rain is coming so fast it will just run off and it is free discharge. The different thought process between new development and redevelopment is to encourage these types of projects within these types of areas. Berquin concurred the emphasis is actually the water quality for a small rainfall.

Smith stated this actually highlights his concern of water running off the proposed project onto his property. Currently, you have an open field and the commercial site which is next to it which is not controlled, you will be adding more asphalt which will direct water into an already constrained system. Lake Edge is not able to handle large rainfalls and this will only exasperate the situation by adding more impervious surface. Currently, with the vacant lot the water does have a place to soak into, but, even with that Lake Edge floods; this proposal only adds asphalt and more impervious surface, and while cleaner, will only flow towards the lake. Berquist responded the only way to address those concerns would be similar to what was done on Valley Drive where land was purchased and turned into a pond, which is part of the reason as Boness had stated that redevelopment requirements are different than new development, the intention is to be better than what was there before.

David Martinez – Dimension IV Architects, Madison -reviewed and passed around some of the color palettes and product samples of vinyl siding and brick veneer. The proposed colors are tan, grey and brown shades. There will be different widths and textures of siding for variation. Overview of the doors and garage doors was also discussed. Berquin stated in regards to the water, they are grading to keep all water on their site, not to dump off the edge of their property. Berger asked is that what the small holding pond is designed for.

Berquin stated the holding pond will collect and store some of the water from the front of the building as it is designed with a gable roof and will be dumping some of the water in the parking lot; the parking lot in the back is designed to drain the water back towards the swale. Fischer questioned what would this accommodate if there was a 2" rainfall, has this been looked at? Berquist responded it is not intended to make a difference for a large amount of water, or a ten year event. Berquin said they will be placing rain guard material in the landscaping and will have plantings to help soak up water. Kolk asked compared to the development which existed there until a few years ago, how this development compares, based on the concerns we hear about the problems on Lake Edge, does this add to it or is it relatively

neutral? Berquist indicated stormwater management will improve; as, it will have all the required elements designed to help overtime, improve stormwater runoff and quality concerns. However, it is not going to be better than creating a storage pond.

Smith asked about the impervious surface, almost the entire lot is covered with asphalt on this project as well as the future commercial site. The water has to go somewhere, if we are only planning for a one year rainfall, there is something wrong, we should be planning for much more than an annual flooding event on Lake Edge, we already have an issue and now we will be adding to it. He feels we will have more and more flooding events.

Berger stated he does have some of the same issues and concerns when it comes to flooding, future development and the bike trail; it appears, we are looking at this in an ad hoc manner rather than a comprehensive approach.

Lynaugh has concerns over the drainage ditch running between the two properties, it has been clogged and full of debris, who is responsible for maintaining it and will it be cleaned up with the new development? Boness responded the ditch was supposed to be reshaped when the Walgreens went in; and, if it may need to be reshaped again, so it does function. Lynaugh questioned who is responsible for maintaining and cleaning the ditches out, does the Village take care of them? Boness responded it is the property owner's responsibility to maintain them.

Czebotar referred to the letter received from Stuart and Bonnie Allbaugh indicating their concerns with the proposed project.

Berger stated the letter does raise the concerns of the problematic parts of this area and the development; there apparently have been no discussions about the general problems.

Berquin asked about the parcel being zoned where under a conditional use a four unit would be acceptable, they are just applying for a conditional use for a six unit. He feels they are trying to keep the density compact and in keeping with the area. Berquin does not feel a six unit will create much more traffic or parking concerns on the street. Boness pointed out they will have garages and parking in the rear of the project with visitor parking also in the back.

Fischer feels there is a balance to be met with the need for housing of the townhouse design and the jewel of McFarland which is its lake. It is a difficult balance to meet.

Czebotar closed the public hearing at 7:46 p.m.

Czebotar moved to approve a Conditional Use Permit (CUP); request by Tim Neitzel, for a 6-unit multi-family residential structure for property located at 5611 Lake Edge Road currently zoned C-G General Commercial. Kolk seconded the motion.

Berger stated he is torn about the project, he does feel there are problems in the area and while the project may not be causing them, he understands owners are worried about flooding in the basements of their homes as he would be. Berger feels it would be ideal if there was a comprehensive plan for the area in place now, so the developer can come in know what to

expect rather than doing it in an ad-hoc manner. Fischer stated he likes the idea of stopping urban sprawl; but, is concerned with a project where there are known reoccurring issues, and the Village is expected to go in and correct or solve the problem. Knowing the lakes as well as he does, he feels the time has come where we have to be more proactive rather than just doing a little bit at a time. Berger concurred with Fischer on the aspect of doing infill projects rather than expanding out. He does agree with the residents' concerns about there just not being enough room in the area for traffic and truck deliveries to local retail stores.

Czebotar asked Eric Rindfleisch to address some of the concerns from a Village standpoint. Rindfleisch stated there is a stormwater management plan; as we do our infill, we do incrementally increase stormwater capacity, while it may not be ideal for every lot, the plan is not for us to capture every inch of stormwater. The ordinances are based on a desire to be a good steward of the lands in our area. The area is a challenge for traffic flow and it is not an area which is unified, one area has older smaller homes; the other has newer homes. We do need housing which fits multiple areas of the economy. Both are necessary along with the commercial development in the area, it is valuable to have all of these uses. Rindfleisch stated he is not speaking on if this is the highest and best use for the site, from a Village perspective it fits what we are looking to do in the area. Kolk asked for confirmation, previously there was a four unit apartment building on the site with a four unit garage, those uses have been in place on that parcel, it does not mean we cannot change the use. We either have an area for water runoff or we utilize the property as has been done in the past. He does share the concerns of the neighbors, but if the very least we are not working the problem, and he understands there is not a guarantee there will not be flooding, but the question is how do we utilize the property. He would not be in favor if it was proposed to be multi-family on the entire parcel. He does feel the multifamily proposal does at least address the situation, and we need to redevelop the property, unless there is an advantage to maintain an empty lot. Rindfleisch feels this is a good option to other things which could potentially go on the site.

Fischer asked if there was any funding available for which we could increase the retention ponds. Boness responded there probably is, however the problem is not just quality but quantity. We had small cottages with little impervious surface on small lots; now we have huge homes on small lots with very little pervious surface which is adding to the problem. Boness asked of Berquist, did we ever explore increasing the size of the pipe which goes under Lake Edge into the lake? Berquist indicated the Village did undertake a village wide study of different trouble spots, the frequency and severity. The pipes in place are simply not big enough to remedy flooding. Most are designed for the 10 year event, and after that the water just runs down the streets. The pipes just get way too big and expensive and also there is not enough room to bury them. We look at where the water goes when the pipes are full, it goes over land, some home and properties are in the natural low areas could be candidates for not rebuilding, or purchasing to create a ditch as ditches are what carries the water for those types of events, pipes are not designed for it.

Kolk inquired what are the realities of flooding in the area, how often does it flood? Smith stated he did redevelop a property in that area, and he manages the water on his property.

Boness inquired how is it managed. Smith responded once it hits his roof it goes into a drain and into the lake. His property used to be the low lying property, it was the last of the cottages, and 3' lower than other properties. It was always a wet parcel. He is not against development; he is concerned about the water runoff and traffic, which he feels is manageable by the Plan Commission to protect the other residents. It is an area which is congested already, but are we going to try to manage the congestion? Czebotar asked what he feels would be a good use of development, with this you are only adding maybe 12 residents to the area. Smith responded installing water management systems, he understand the more units the more rental income; however, in an area such as this, a four unit would be a better fit, possibly then also a retention pond on the site.

Berger asked what a 4 unit vs a 6 unit would be. Berquist replied he is not sure; you would have to run the models on it. A four vs six would be incrementally better, however this is a big watershed issue, you do need more upstream to help with the entire problem.

Boness asked when this stormwater drains off the site, which direction would it go, to the swale, then to the ditch and end up in the lake? Berquist indicated it will all still go where it went before; they are not actually proposing any changes. Boness asked when the pipe backs up, where will the water go? Berquist stated initially it will back up into the swales, as they fill, it will back up on the east side of lake edge first, then it is a complex issue from there.

Kolk stated he is trying to understand if we are dealing with a hypothetical situation or if this is an area which deserves a much more intensive look from a stormwater management perspective, if it does, we perhaps shouldn't let the property be developed. However, based on what we looked at, it will not worsen the situation, if there is a 6" rain it is going to flood. To address some of the issues from the Sweeny group, he does not feel any of the issues have changed, the issues will stand on their own when they request to be open 24 hours a day. He feels they do address the parking issue appropriately.

Czebotar inquired if they had any idea of the timeframe for development of the commercial portion of the site. Berquist responded he was not a part of that decision.

Berger stated he is not trying to be insensitive to the situation; part of this is something which goes with owning a business or home in the area. It was previously a mixed use area. Smith responded while it was mixed use previously, there was not as much impervious surface as is now being proposed, when you say it comes with the territory, he would expect the Plan Commission to have plans in place to have new development manage their water, he feels other communities are doing this, it does not appear McFarland is.

Fischer agrees with the parking, he feels the residents and their guests will use the parking lot, he is concerned the water issue are not being addressed, we have many issues causing problems, but he is not sure what the problem is, he is concerned this only takes care of the quality and not the quantity, he is concerned with both quality and quantity.

Czebotar called for the vote. Czebotar and Kolk voted aye, Fischer voted nay and Berger abstained. Motion did not pass.

5. Review and possible action on a site design plan for a 6 unit multi-family residential structure at 5611 Lake Edge Road. The property is currently zoned C-G General Commercial.

Kolk asked for them to address the driveway access on the property, how it will change? Berquin stated it was originally for a shared driveway access in 2011; they have now changed that and pulled all of the access onto their property.

Boness asked if there will be all residential lighting, will there be any lighting in the parking lot? Berquist responded it will just be residential lights by the doors and garages. Boness stated she has been working with their landscape architect to make sure the bio swales will be clear of landscaping; we will also need a signed stormwater management plan.

Czebotar moved to approve the site design plan for the residential structure at 5611 Lake Edge Road. The property is currently zoned C-G General Commercial. Contingent upon a signed stormwater management agreement. Kolk seconded the motion. Motion carried 3 – 1 with Fischer voting no.

6. Consultant report – Comprehensive Plan update.

Boness advised they have met with Mark Roffers at the last department head meeting to discuss projects and portions of the plans that dealt with facilities, there will be additional meetings with department heads as needed and they are hoping to have their kick off meeting in March. It does appear they will need a special meeting so please review your calendar for March.

7. Department Reports:

a. Highlights and Updates – No Comment

b. Property Maintenance Report – No comment

8. Adjournment –

Kolk moved to adjourn, Czebotar seconded the motion, motion carried unanimously. Meeting adjourned at 8:30 p.m.

Working Draft -Minutes Plan Commission Meeting

February 15, 2016

Members Present: Brad Czebotar, Bruce Fischer, Kate Barrett, Cathy Kirby

Members Absent: Ron Berger, Dan Kolk, Steve Jackson

Staff Present: Pauline Boness, Eric Rindfleisch, Brian Berquist, Karen Knoll

Others Present: Kevin Urso, Richard Bee, Kathleen Smith, Dan Schmudlach, Dan Martinez & Jerry Berquin Dimension IV Architects, Gail Posen, John Posen, Bob Newell, Mary Pat Lytle, Dea Larson Converse

1. **Call to order.** Chair Czebotar called the meeting to order at 7:00 p.m.
2. **Review and possible approval of draft Minutes from the January 19, 2016 Plan Commission meetings.**

Barrett asked for clarification on page 5 where Rindfleisch refers to "do we have a full comprehensive plan, no"

Czebotar moved to approve the January 19, 2016 minutes as amended, seconded by Barrett. Barrett unable to second the motion as Barrett was not present at the January 19, 2016 meeting. Motion to approve tabled to March meeting due to lack of quorum from January meeting.

3. **Review and possible action regarding a 2-Lot Certified Survey Map (CSM), for property owned by Elaine Urso LLP. Legal description as follows: Lot 45, Parkview Estates lying in the SW ¼ of the SE ¼ of Section 02, T06N, R10E, Village of McFarland, Dane County, Wisconsin. The property addresses are 6310/20/30/40 Perrot Place, and are zoned R-3 General Residence.**

Kevin Urso, representing Elaine Urso LLP stated Urso Brothers were previously approved to build a four unit building on the site. The project was put on hold due to a busy schedule. Urso stated they reviewed the site and neighborhood, and feel two duplexes will better fit and the density will not change. In reviewing the site plan, the lots are large enough to build two duplexes with 10' side yards with no variances needed. Kirby felt this is a better fit for the area. Barrett inquired if they will be one or two story buildings. Urso responded they are in the drawing stage, and will most likely be two story buildings.

Czebotar moved to approve the 2-Lot Certified Survey Map (CSM), for property owned by Elaine Urso LLP. Legal description as follows: Lot 45, Parkview Estates lying in the SW ¼ of

the SE ¼ of Section 02,T06N, R10E, Village of McFarland, Dane County, Wisconsin. The property addresses are 6310/20/30/40 Perrot Place, and are zoned R-3 General Residence. Kirby seconded the motion, motion carried 4-0.

4. Reconsideration, Review and possible action regarding a Conditional Use Permit (CUP), requested by Tim Neitzel, for approval of a 6-unit multi-family residential structure for property located at 5611 Lake Edge Road currently zoned C-G General Commercial. Date of original public hearing was January 19, 2016.

Fischer moved to reconsider the vote relating to approval of a conditional use permit to allow a 6 unit multifamily structure at 5611 Lake Edge Road, and indicated voted nay on this motion previously. Barrett seconded the motion, motion carried 4-0. Czebotar declared the request open for reconsideration.

Jerry Berquin of Dimension IV Architects in Madison is working with Tim Neitzel on this project which was approved in 2011 but, for various reasons, Neitzel did not move forward. They are back now seeking approval on a similar project for the site. The proposal is for a six unit townhome structure, each unit will have their own door facing the street. Four units will have enclosed 2 car garages and enclosed one car garages for the two flats. Twelve additional guest and visitor parking stalls are to the rear. The lot is currently vacant; there had been an older four unit building and garages which were torn down in 2013. Berquin reviewed the floor plans for the units, along with discussion of the exterior building materials. The structure will have a masonry base with vinyl siding, using multiple colors and texture. There will not be many side facing window on the two end units. All six units will be broken up so they read as individual townhomes.

At the January meeting there was a different site plan layout; they have curbed the driveway back a little, giving it a subtle change. Berquin reviewed the landscape and stormwater areas. The stormwater is designed per the DNR and state of Wisconsin requirements along with local ordinances.

Czebotar pointed out they are somewhat combining two agenda items, the CUP request and the site plan. Kirby stated she is not impressed with the project; she is not sure what was presented at the previous meeting, but did not find this appealing.

Gail Poser 5822 Lake Edge Road – She is concerned over the project being able to handle only one inch of rainfall. Brian Berquist, Village Engineer replied the focus of the discussion at the January meeting was mainly the stormwater runoff. These sites are considered redevelopment sites; there are different requirements for redevelopment vs new development sites which have much higher requirements for different forms of stormwater management including speed, quantity and quality of the water runoff. For redevelopment sites, the quantity is not considered as a requirement partly as an effort to encourage redevelopment. The infiltration swale for this site is designed for stormwater quality, and this focuses specifically on the first ½” of rainfall. Swales are designed for smaller events, after 1” they will start to pond up, after that with a 1 – 5 year event they will top off and water will head downstream. They are not sized for a 5, 10, 20 year storm nor are they required to be. They are specifically set up for quality to scrub off the small suspended particles.

Poser is concerned as this area in 2013 had severe flooding both the entire lot and the road in front of it, along with neighboring lots across the street. Poser provided photos to the Plan Commissioners. She and her husband have lived in this area since the 1980's. Her concern is there is always discussion of the 100 year rains; she feels they have had 3 – 4 of those while she has lived in the area. Poser referred to a neighbor's letter which was submitted in regards to this proposal along with her concerns of the size of ponds to handle only one inch of rain, the majority of this water will runoff into the lake. She is not in approval of this proposal.

Dea Larson Converse – of the Clean Lake Alliance Community Board read the letter she submitted along with reviewing a list of suggested practices for use both during and after construction on a property. They are concerned about the increased in higher level rain storms, they feel it is time to go above and beyond when doing construction rather than just is what is required. They are commenting on this due to the close proximity to Lake Waubesa.

Kathleen Smith – 5624 Lake Edge Road – Her husband was at the previous month's meeting and they submitted a letter. They built their home with filtration systems and the knowledge of potential flooding due to heavy rain runoff. They are not as concerned about their home as they are about the current proposed plan meeting requirements; they feel we can do more than just what is required, the Village may have a current plan meeting requirements, we will get more rain, history has proven that, we need to do more than required if we want a top notch Village we need to look to the future for water control and quality rather than just the minimum standards. She would like the Village to look at the checklist and standards from the Clean Lake Alliance.

Dan Schmudlach 2425 County Hwy AB, Town of Dunn- he is the building contractor working with Mr. Neitzel in the past seven months, he feels the stormwater issue should be dealt with in the Public Works department.

Berquist summarized the intention of the ordinances when drawn and updated, is trying to balance a lot of issues. Many of the items suggested from Clean Lakes Alliance are above and beyond the ordinances, this can be a question for the Board at some point, if they want to make changes. The project as proposed does meet the ordinances. The amount of water coming through this area is significant as it comes from a large watershed. The project as it is proposed will be better than what is there today. This specific project will probably not have significant impact either way. We are trying to retrofit as we go, accumulatively over time, this will help alieve some of the water issues. Over time, some of the large basin wide issues will be addressed. Barrett asked of Berquist, in response to some of the comments, are there plans to start looking Village wide at this problem, all you need to do is look at the retention pond by the bank to see there is a large quantity of water going through. Berquist responded they did look at it from a 30,000 foot level, and, they did identify some practice and policy suggestions to start working at these issues, they did not adopt any ordinance changes. In the past several years McFarland taken their cues from Dane County, we have not intended to ever fall behind; but, there is nothing currently in place to make any changes.

Kirby asked for a summary, what is proposed is better than what is currently there, and you do not feel it will have an impact one way or another. Berquist responded, yes it is better than

what is there; but, he could not say it is going to have a measurable impact. With the major events which are occurring more and more frequently, they have designed the streets with overland flow in mind, to be used as a ditch, it is better to have the water in the streets for a short time period than in someone's home. All new subdivisions plan on the street flooding, in some areas it may be beneficial to purchase properties. It has been recommended the Village keep their eye on key parcels in some areas and purchase properties to take structures down creating overland flow areas to handle some of the water. Industry wise no one designs their pipes to handle the 100 year events, the pipes would be too large to use. Kirby asked of Smith, when they purchased the property and built their home, they knew of flooding issues, were there other suggestions made at the time of how water could be handled? Smith responded they knew of the flooding issues; and, they took steps to make sure that did not happen. They took the majority of the suggestions when building so this would be prevented. Kirby stated she understands the responsibility for flooding is on both sides of the street, is there something which could be done when a property is redeveloped, i.e. older home taken down and new one put up, is there something that we can do, were there suggestions from a Village perspective that were made, when they took out their permit did we make suggestions as to what could be done? Berquist responded yes as the property changed hands, he and the Public Works Dept. approached the new owners about creating a swale or drainage ditch on the property, but it is private property, from a single family perspective he does not know if the Village has the same type of review process as they do for commercial. You do not have an approval process, the Smiths were not interested at that time to have the swale installed. Smith responded her husband was more involved in that process, their concern was of the garbage and weeds in the proposed drainage ditch, and as their children swim or partake in water activities they would be doing so at the drainage point. They did work with their builder and paid for a process where the water which lands on their roof is taken care of. Kirby summarized there is the opportunity from a Village standpoint to have some input, while keeping in mind it is private property. Berquist confirmed this and did say there are a few sites he and Allan Coville, Director of Public Works, are interested in.

Barrett asked in regards to the proposal before them, she would like to see the use of porous pavement, does Berquist know if this property would qualify for stormwater credit if they implemented any of the practices. Berquist responded if they implemented enough of them he believes they would. The permeable pavement is a great tool, it is more costly, and you do see it in more downtown areas. Barrett advised she would be interested in Neitzel looking into using this as the parking lot is a relatively large one, or is here a way to reduce the size of the parking lot? Berquist stated, they need the larger area due to the garages in the back, he is concerned about the porous pavement not being able to handle the weight of garbage trucks which will be using the area. The pavement will also handle oil and sediment from those using the parking lot, he is not sure how porous pavement handles this. Berquist stated the loads are a concern but they can handle them if designed properly, regarding the sediment what happens is those areas are vacuumed once or twice a year, the Village owns a vacuum truck. Kirby asked when the front area is expanded is there the opportunity to expand the retention area, could you just make one larger one to handle more water runoff? Berquist responded it will actually be doubled, there will be another one on the east side when it is developed. Total volume would be the same whether one large retention pond or the two as proposed.

Smith stated she is all for development and the proposed project is much better than the former building, and later, the debris and vacant lot. Her concern is when this is built, coupled with the commercial site behind it, and redevelopment of the former Beach house site, is the accumulative effect. What will the impact be when these three projects have moved forward? She would like the Village to look at the plan overall and come up with something proactive. Berquist stated what they would expect is each site will have their own areas, it is easier to maintain, what is a challenge from the regulator side is the developments happen as the market demands it, Boness and her staff do a good job of getting parties together if they are developing as the same time. However this does not always happen at the same time, what he would expect is the Beach House site will have its own system. If the community wanted to really tackle this issue they would need to condemn properties and create space and open flow channels to collect the water. That is always expensive and a divisive proposal for a community. Kirby concurred, when they did the east side development, it was all open land, no one wants their property condemned in order to create this in an existing neighborhood. Berquist stated it is hard, yet the Village has had some successes, for example the site on Valley. Fischer wanted to comment he feels this is difficult and the public doesn't understand it is a balancing act. He has seen enormous sized homes being built on the lake with no area or plans to handle the runoff. He does feel the lakeshore property owners have their responsibilities also, you cannot have massive homes, and pristine lawns without doing damage to the lake, people seem to want their cake and to eat it too. He feels everyone needs to work together.

Barrett stated she agrees with his comments, the people are here because they love the lake, but there are ways to change the ordinances and ramp things up with how things are handled in the stormwater issue. These areas are being developed in small tight areas where there is not a lot of room and it is not just the quantity of water, but the quality of water, the two issues go together. McFarland has had to buy property, and it is controversial, but rather than a piece meal approach she would like to have the stormwater utility committee meet and take a look at what can be done and how can we evaluate this, come up with a plan for all to create a cumulative plan; stop using fertilizer, do things with your property as the Smiths have done, have commercial properties put practices into place, making it a positive for everyone, at what point do we start asking everyone to do a little bit more. There are little things we can do and she would like to see Neitzel look at this, and see what other things he can do with this site, they may not make a measurable improvement, but it would show he is willing to go the extra step on this process. Kirby commented this development meets every standard we have on the books, there is no reason to turn them down, having said that, it doesn't mean we cannot use the list to develop a better process, and have more parties play a part in the solution of this problem. By the attendance and interest it is apparent we need to review this and come up with better solutions.

Smith wanted to follow-up over some of the comments made, her intention was never to infer she did not want this project to move forward, she felt some of the comments about people on the lake wanting their cake and eating it too, being anti-development, were not appropriate, all they are asking for is for Neitzel to do like they did when they built their home, a little more than is asked, it will be more economical and better for everyone in the future if all put in a little extra effort.

Converse wanted to summarize the Clean Lakes Alliance is not against this development, they are just asking for Neitzel, as his site is close to the lake, to consider doing a little more when doing this project and using some of their suggestions to help improve the quality of the lake for all in the Village.

Czebotar summarized it appears this project meets the ordinances both of McFarland and Dane County, and State requirements, the project itself will not exasperate the situation which exists, it is something the Village needs to work on. The stormwater issue is not just a Village issue but one for everyone to be involved in.

Czebotar moved to approve a Conditional Use Permit (CUP), requested by Tim Neitzel, for approval of a 6-unit multi-family residential structure for property located at 5611 Lake Edge Road currently zoned C-G General Commercial. _____ seconded. Motion carried 4-0.

5. Review and possible action on updated site design plan for a 6 unit multi-family residential structure at 5611 Lake Edge Road. Previous site plan was approved at the January 19, 2016 meeting. The property is currently zoned C-G General Commercial.

Berquin advised they have worked to move the driveway just a bit over to make it work better on the site, the landscape plan will remain the same, per plans submitted, Neitzel is trying to make this very affordable yet desirable. The townhome style apartments will have individual front doors, varied color schemes, masonry base and vinyl siding with traditional trim around the windows and dimensional shingles. He has worked with Boness to make some of the changes requested from their original plans, prior to submission. They will gladly go through the list provided by the Clean Lakes Alliance to see if they can work any of the items from the checklist into their development. They have not looked at porous pavement in the past due to the concern over weight issues. Barrett encouraged them to go through the list to see if they utilized enough of the items they may qualify for stormwater credit. Kirby asked if last month did they discuss the entryway design where there are little triangles over the door, and where there are three entryways tight together as it does not make for an attractive, or distinctive entryway. She understands the pattern of repeating but, it is done over 12 times on the front of this building, couldn't they come up with something more attractive, something to soften the entry way and make them more distinctive? Berquin advised he understood and they can work to move the entryway down a bit and give them more separation. Boness asked for clarification, the pillars on the entry ways will be ½ veneer brick. Berquin replied, yes, there will be brick veneer on the pillars.

Czebotar moved to approve the updated site plan for a 6 unit multi-family residential structure at 5611 Lake Edge Road. The property is currently zoned C-G General Commercial with the developer working with staff to redesign the entryway location of the two single flat entrances, looking into the use of porous pavement and reviewing and utilizing items from the Clean Lake Alliance checklist. Kirby seconded the motion, motion carried 4-0.

6. Department Reports:

- a. **Highlights and Updates** – At the next meeting they will look at public participation, and they are trying to schedule a special meeting on March 31st with MDRoffers. There are already items for the March agenda and we will need 1 ½ hours of time for the Comprehensive Plan meeting. Czebotar suggested waiting to see how many items will be on the March meeting to see if it can be worked in.

- b. **Property Maintenance Report** – No report provided.

7. Adjournment –

Kirby moved to adjourn, Barrett seconded the motion, motion carried. Meeting adjourned at 8:30 p.m.

DRAFT

Plan Commission

Background and Recommendations

March 21, 2016

Agenda Item #4 – Public Hearing – 2 Lot CSM Cook Street

This property is owned by the Village and was purchased in order to expand the detention pond to help alleviate stormwater issues for the Valley Drive area. Now that the expansion of the pond is complete, the Village Board is contemplating selling the duplex; which requires separation from the pond area, and dedication of the pond to the public with approval by the Village Board.

Recommendation: Approval to the Village Board.

Agenda Item #5 – Public Hearing – Expansion of Condominium plat.

Both phases of the original condominium plat and declaration were approved in June of 2007. The plat was never identified as an expandable condominium and therefore Phase II must come back for Plan Commission and Village Board approval.

Recommendation: Our attorney has reviewed and has no concerns. Approval to the Village Board. The concept of two phases was approved in 2007; this really is just a matter of straightening out paperwork.

Agenda Item #6 – Outdoor sport activity with the consumption of alcohol at Spartan Bowl.

Brock Roder of Spartan Bowl has submitted formal plans for a volleyball court for league play from April to November. Our code requires Plan Commission review and referral to Public Safety Committee and Village Board.

You may recall in July of 2015 we amended portions of 11-64 and 11-69 of the Municipal Code to allow outdoor sports activities where alcohol is served. Owners of Spartan Bowl requested additional amendments to better fit their plans for outdoor volleyball. After discussion by the Board additional revisions were adopted in early 2016.

Previous concept layouts identified a volleyball court on the eastern front of the property. That layout didn't work with the increased size (5,600 sq. ft. volleyball court and outdoor viewing area) of the outdoor area and proximity to residential dwelling units. Roder's latest resubmittal (in your packets) identifies a 3,000 sq.ft. volleyball court along the western front of the building.

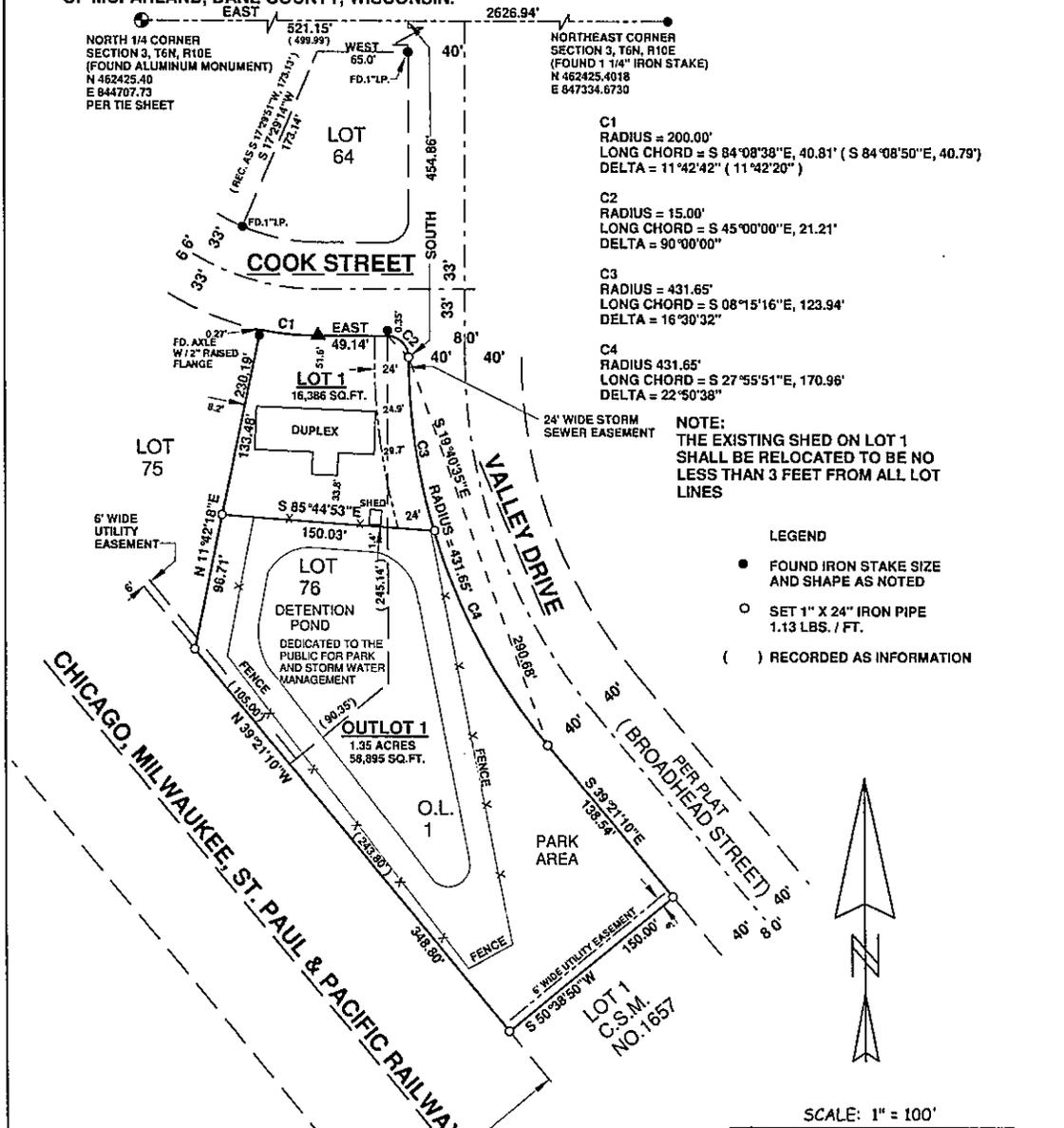
In this location, the courts are exposed to the possibility of interacting with to traffic coming into the Kwik Trip. While I have yet to hear comments on this latest revision from Police, Fire and Public Works, I have to believe some sort of barrier must be temporarily installed to protect the courts, higher netting than the 16' proposed should also be discussed. Nine of the 110 existing parking stalls will be eliminated; but according to our building inspector, only 90 stalls are needed.

From and aesthetic point of view this location is less attractive than previous plans, but it does appear to meet the latest criteria identified in 11-69 and 11-64 of our municipal code with some tweaking, for net height and needed barricades.

Note: We have yet to receive the codified versions of sections 11-64 and 11-65 of our municipal code which incorporates all the latest changes; so unfortunately, the two amendments in your packets are all we have to inform you of the latest language identifying requirements for outdoor sports areas.

DANE COUNTY CERTIFIED SURVEY MAP NO. _____

BEING A DIVISION OF OUTLOT 1, FIRST ADDITION TO FIX-ROWLEY SUBDIVISION AND LOT 76, SECOND ADDITION TO FIX-ROWLEY SUBDIVISION, BEING PART OF THE NORTHEAST 1/4 OF SECTION 3, T6N, R10E, IN THE VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.



NORTH 1/4 CORNER SECTION 3, T6N, R10E (FOUND ALUMINUM MONUMENT)
N 462425.40
E 844707.73
PER TIE SHEET

NORTHEAST CORNER SECTION 3, T6N, R10E (FOUND 1 1/4" IRON STAKE)
N 462425.4018
E 847334.6730

- C1
RADIUS = 200.00'
LONG CHORD = S 84°08'38"E, 40.81' (S 84°08'50"E, 40.79')
DELTA = 11°42'42" (11°42'20")
- C2
RADIUS = 15.00'
LONG CHORD = S 45°00'00"E, 21.21'
DELTA = 90°00'00"
- C3
RADIUS = 431.65'
LONG CHORD = S 08°15'16"E, 123.94'
DELTA = 16°30'32"
- C4
RADIUS 431.65'
LONG CHORD = S 27°55'51"E, 170.96'
DELTA = 22°50'38"

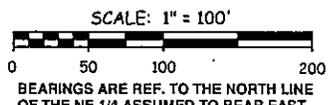
NOTE:
THE EXISTING SHED ON LOT 1 SHALL BE RELOCATED TO BE NO LESS THAN 3 FEET FROM ALL LOT LINES

LEGEND

- FOUND IRON STAKE SIZE AND SHAPE AS NOTED
- SET 1" X 24" IRON PIPE 1.13 LBS. / FT.
- () RECORDED AS INFORMATION

PREPARED FOR:
VILLAGE OF MCFARLAND
5915 MILWAUKEE STREET
MCFARLAND, WI. 53558

PREPARED BY:
BADGER SURVEYING AND MAPPING SERVICE
525 WEST PRAIRIE STREET
COLUMBUS, WISCONSIN 53925



CERTIFIED SURVEY MAP NO. _____
VOLUME _____ PAGE _____
DOCUMENT NO. _____

JOB NO. 16G - 3
PAGE 1 OF 2



Taylor Road

Valley Drive

Church Street

Cook Street

North Cook Street

Broadhead Street

From: Jane Rolfsmeyer <zdjane@yahoo.com>
Sent: Tuesday, March 08, 2016 3:49 PM
To: Community Development
Subject: Storage Shop USA expansion

Hello,

I received a notice in the mail of a plan commission meeting coming up on the 21st regarding expansion of the Storage Shop USA commercial condominiums. I own one of the existing condos located at 4852 Ivywood Trail.

I am fully aware and on board with Mr. LeBrun's plans. His condos are an excellent investment not only for the individual owners, but for the community as well. The existing site, as well as other Storage Shop sites, are constructed with high quality labor and materials, are always kept up aesthetically, offer clean and safe locations for small businesses to operate, and bring in local revenue as well.

My only issue with the upcoming site, is that it wasn't approved to move forward last year as originally planned. Please move this project forward.

Thank you,

Jane Rolfsmeyer
Vice President
Zing-A-Ding, Inc.
www.zingading.com

Total Control Panel

[Login](#)

To: community.development@mcfarland.wi.us Message Score: 50 High (60): Pass
My Spam Blocking Level: Medium Medium (75): Pass
From: zdjane@yahoo.com Low (90): Pass
[Block](#) this sender
[Block](#) yahoo.com

This message was delivered because the content filter score did not exceed your filter level.

**FIRST AMENDMENT TO
DECLARATION OF CONDOMINIUM
FOR STORAGEHOPUSA --
MCFARLAND CONDOMINIUM**

Return to:
Jeffrey J. Bartzen
Neider & Boucher, S.C.
401 Charmany Drive, Suite 310
Madison, WI 53719

See Attached Exhibit A
Parcel Numbers

THIS FIRST AMENDMENT TO CONDOMINIUM DECLARATION FOR STORAGEHOPUSA -- MCFARLAND (this "Amendment") is made the ____ day of February, 2016, to be effective on the date set forth below.

WHEREAS, StorageShopUSA - McFarland, a condominium, was created and exists under and virtue of the Condominium Ownership Act of the State of Wisconsin and the Condominium Declaration for StorageShopUSA - McFarland (the "Declaration") dated February 7, 2008, and recorded February 8, 2008, in the Office of the Register of Deeds for Dane County, Wisconsin, as Document No. 4395546 and a Condominium Plat;

WHEREAS, the real property subject to the Declaration is described on Exhibit A hereto;

WHEREAS, pursuant to Wisconsin Statutes section 703.09(2), 703(13(4) of the Declaration, the Declaration may be amended by the written consent of the holders of all the unit votes entitled to be cast by the Unit Owners, provided that such consents are approved in writing by the first mortgagees of the respective units, if any;

WHEREAS, unanimous consent was necessary because the common element percentage ownership changes by virtue of this Amendment; and

WHEREAS, by written consent, all of the owners on August 17, 2015, consented to: (i) adding the real estate described on Exhibit A, attached hereto and made a part hereof; and (ii) amendment the percentage vote and ownership in the Condominium common elements as stated below.

NOW THEREFORE, the undersigned certify as follows:

1. Amendment. The Declaration is amended by adding the real estate described on **Exhibit A**, attached hereto and made a part hereof.

2. Number of Units. Paragraph 2.02. In addition to the existing 17 units (one of which is the sign unit), up to an additional 12 units may be built on the real estate described on **Exhibit A** of this First Amendment.

3. Common Element. Exhibit III to the Declaration is amended as follows:

a. In the first paragraph of Exhibit III to the Declaration, the words "one-seventeenth (1/17th)" shall be replaced with "one-twenty-ninth (1/29)"

b. In the second paragraph of Exhibit III to the Declaration, the words "one-sixteenth (1/16)" shall be replaced with "one-twenty-eight (1/28)".

4. Remaining Terms Unchanged. Except as specifically modified by the terms of this Amendment, the terms of the Declaration shall remain in full force and effect.

5. Effective Date. Pursuant to Wisconsin Statutes section 703.09(2), this Amendment shall be effective on the date of recording.

IN WITNESS WHEREOF, the undersigned have caused this document to be executed on the date first-above written.

	By: _____
	By: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF DANE)

Personally came before me this ___ day of February, 2016, the above-named Timothy LeBrun, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Printed Name: _____
Notary Public, State of Wisconsin
My Commission: _____

Drafted by:
Attorney Jeffrey J. Bartzen
Neider & Boucher, S.C.

**EXHIBIT A
LEGAL DESCRIPTIONS**

EXISTING PROPERTY:

Lot 2, CSM 12282, Village of McFarland, Wisconsin, recorded in the Office of the Register of Deeds for Dane County, Wisconsin, October 15, 2007, in Volume 76 of Certified Survey Maps, Pages 97-98, as Document No. 436582.

Tax Parcel: 0710-342-7110-1

Units 1-17

PROPERTY BEING ADDED:

Lot 1, CSM 12282, Village of McFarland, Wisconsin, recorded in the Office of the Register of Deeds for Dane County, Wisconsin, October 15, 2007, in Volume 76 of Certified Survey Maps, Pages 97-98, as Document No. 436582.

Tax Parcel:

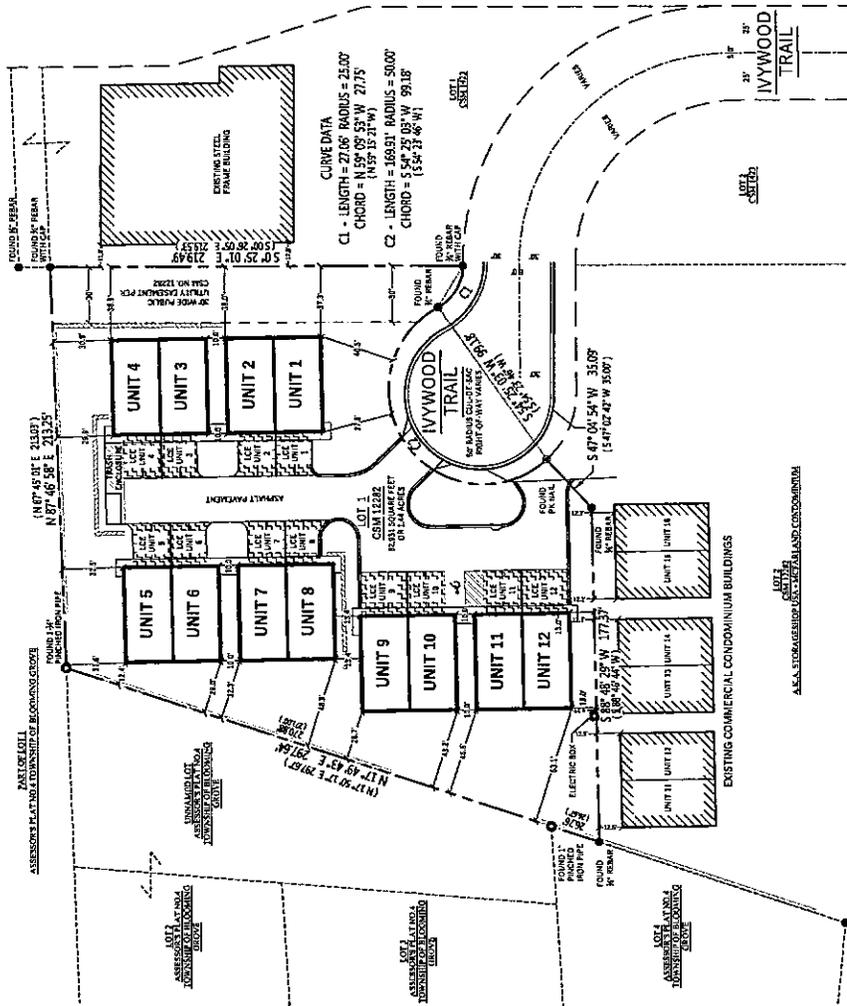
Units 18-29

EXHIBIT B
LAYOUT AND FLOOR PLANS

STORAGESHOP USA - McFARLAND II

A CONDOMINIUM PLAN

LOT 1, CERTIFIED SURVEY MAP NO. 12282, RECORDED IN VOLUME 76 OF CERTIFIED SURVEY MAPS ON PAGES 97-98, AS DOCUMENT NO. 4358882 ON OCTOBER 15TH, 2007, LOCATED IN THE SOUTHWEST QUARTER (SW 1/4) OF THE NORTHWEST QUARTER (NW 1/4) AND IN THE SOUTHEAST QUARTER (SE 1/4) OF THE NORTHWEST QUARTER (NW 1/4) OF SEC. 34, T1N, R10E, VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.



NOTES

- FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON AUGUST 14TH, 2015.
- UTILITY REFERENCES FOR THIS PLAN OF SURVEY AND MAP ARE BASED ON THE WISCONSIN COUNTY COORDINATES SYSTEM, NAD 83 (2011) GRID NORTH - TRUE NORTH, THE EAST LINE OF LOT 1 BEARS S 00° 25' 03" E. DRAWINGS PROVIDED BY THE OWNER AND DO NOT REPRESENT AS-BUILT CONDITIONS.
- ALL IMPROVEMENTS DERIVED WITHIN THE CONDOMINIUM LIMITS ARE PROPOSED.
- UNLESS OTHERWISE NOTED, ALL AREAS OUTSIDE OF THE UNIT BOUNDARIES ARE COMMON ELEMENTS.
- ALL AREAS DEPICTED ON THE CONDOMINIUM PLAN AS LIMITED COMMON ELEMENTS (LCE) SHALL BE GOVERNED BY THE TERMS & CONDITIONS OF THE DECLARATION.
- UNIT AREAS ARE APPROXIMATE AND DO NOT SUPERSEDE UNIT BOUNDARIES AS SET FORTH IN THE DECLARATION. PROPOSED UNIT AREAS ARE TO CONTAIN 1,250 SQUARE FEET.
- THIS PARCEL IS SUBJECT TO ALLEASMENTS & AGREEMENTS, BOTH RECORDED AND UNRECORDED, INCLUDING THE 30' FOOT PUBLIC UTILITY EASEMENT SHOWN HEREON.

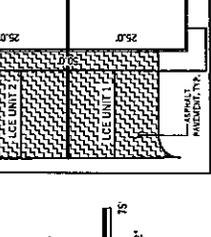
LEGEND

- FOUND 3/4" REBAR
- FOUND IRON PIPE TYPE NOTED
- FOUND PK. NAIL
- (XXX) RECORDED AS
- PROPERTY LINE
- PLATTED LINE
- RIGHT-OF-WAY LINE
- CENTER LINE
- CHORD LINE
- EASEMENT LINE
- LIMITED COMMON ELEMENT
- BUILDING FOOTPRINT
- EDGE OF CONCRETE
- EDGE OF ASPHALT
- RETAINING WALL

REGISTER OF DEEDS

RECEIVED FOR RECORD _____ COUNTY, WISCONSIN
 20... AT ... O'CLOCK ... M AS
 DOCUMENT NO. _____ OF CONDOMINIUM
 IN VOLUME _____ OF CONDOMINIUM
 PLATS ON PAGE(S) _____

TYPICAL UNIT DETAIL



LEGAL DESCRIPTION

LOT 1, CERTIFIED SURVEY MAP NO. 12282, RECORDED IN VOLUME 76 OF CERTIFIED SURVEY MAPS ON PAGES 97-98, AS DOCUMENT NO. 4358882 ON OCTOBER 15TH, 2007, LOCATED IN THE SOUTHWEST QUARTER AND IN THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 34, TOWN 7 NORTH, RANGE 10 EAST, VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.

SURVEYORS CERTIFICATE

I, JULIUS W. SMITH, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3091, DO HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THIS SURVEY AND MAP IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF WITH THE INFORMATION PROVIDED, BY THE ORDER OF THOSE LISTED HEREON, AND IS AN ACCURATE REPRESENTATION OF THE EXTERIOR BOUNDARY LINES AND IMPROVEMENTS TO BE CONSTRUCTED UPON THE PROPERTY FROM PLANS PROVIDED, AND THAT THIS SURVEY COMPLETES WITH ACT OF THE WISCONSIN ADMINISTRATIVE CODE.

FURTHERMORE, IN COMPLIANCE WITH CHAPTER TIS-11 WISCONSIN STATUTES, THE CONDOMINIUM PLAN SHOWN HEREON IS A CORRECT REPRESENTATION OF THE TOPOGRAPHY, AS SURVEYED, AND THE EXTERIOR BOUNDARY LINES AND IMPROVEMENTS TO BE CONSTRUCTED UPON THE PROPERTY AS TO THE ACCURACY OF THE CONDOMINIUM BUILDING PLANS FOR THE UNITS CONTAINED IN THE PLAN AND THE APPROXIMATE DIMENSIONS AND FLOOR AREAS THEREOF.



JULIUS W. SMITH, S-3091
 WISCONSIN PROFESSIONAL LAND SURVEYOR

PREPARED BY:
 WYSER ENGINEERING
 201 E. LEXINGTON STREET
 JOINT HORSE, WI 53572
 www.wyserengineering.com

PREPARED FOR:
 COLLEGE PROPERTIES, LLC.
 533 CTH M
 OREGON, WI 53575

SURVEYED BY: JWS
 DRAWN BY: BJK
 APPROVED BY: JWS



Jeffrey Groszky, Architect
 830 S. Main Street
 Oregon, WI 53575
 608-835-3196
 This document contains confidential or proprietary information of Concepts in Architecture, LLC. No other disclosure, use, or disclosure without written authorization.

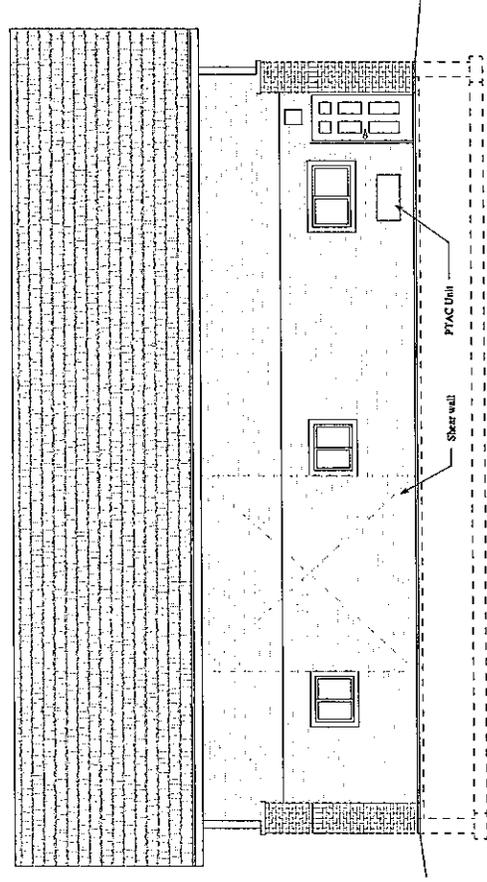
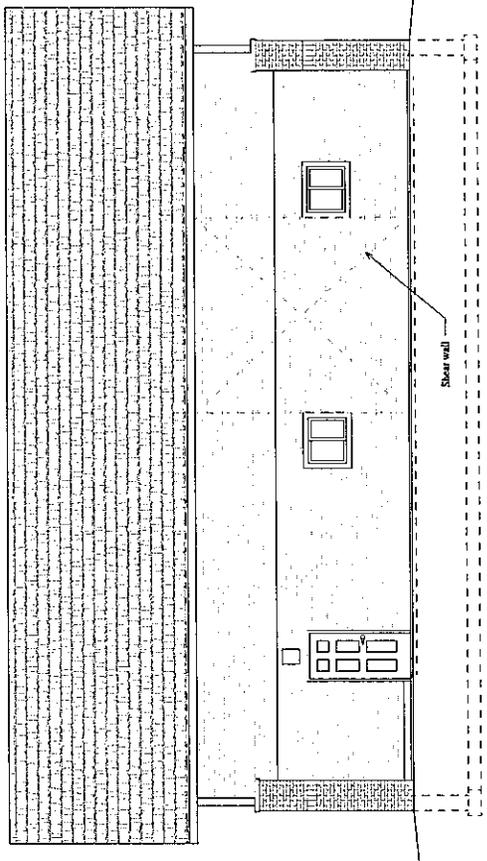
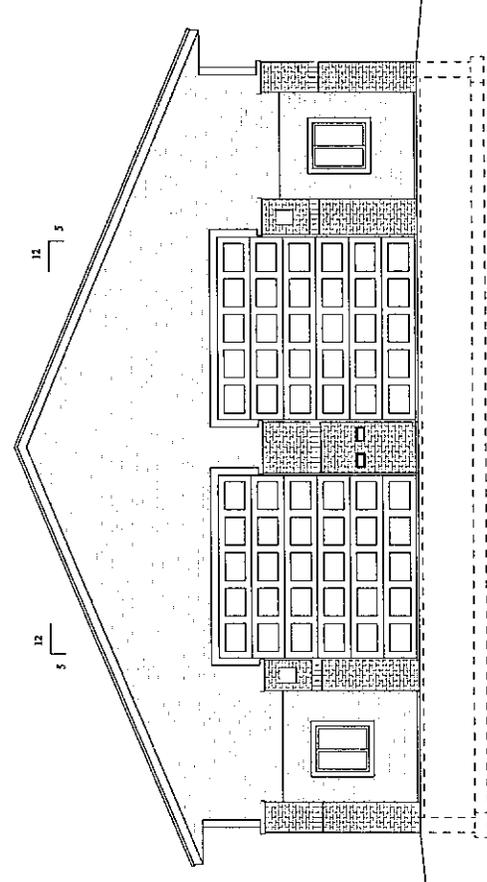
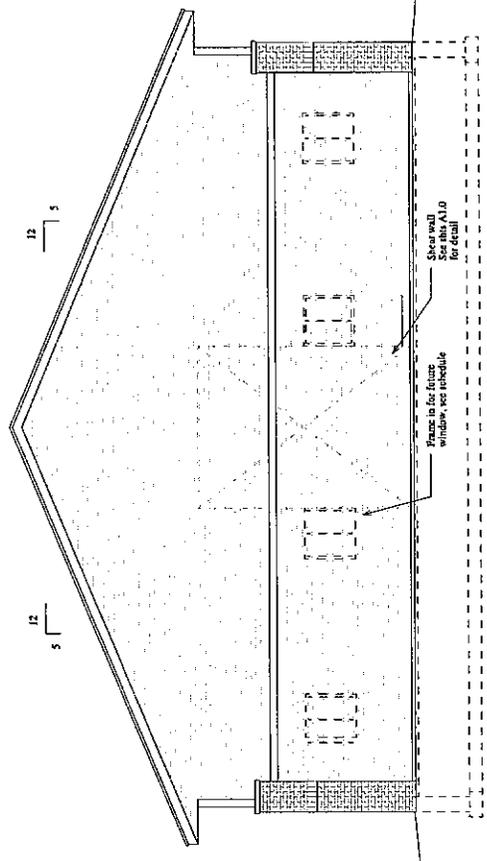
C In
Architecture, LLC
 Concepts

Proposed for: College Properties, LLC
 Address: 933 CHM M
 Oregon, WI 53575
 608-215-8315
 Tim LeBrun
 Tim LeBrun

Project: Storage Unit
 Address: McFarland, WI
 Sheet Title: Elevations

Date: 04-26-2013
 Scale: At Hand
 Job #: 06-01

SHEET
A3.0



Jeffrey Green, Architect
830 S. Main Street
Oregon, WI 53575
608-835-3196

This document is the property of Jeffrey Green, Architect. It is to be used only for the project and location specified. It is not to be reproduced, stored, or distributed without authorization.

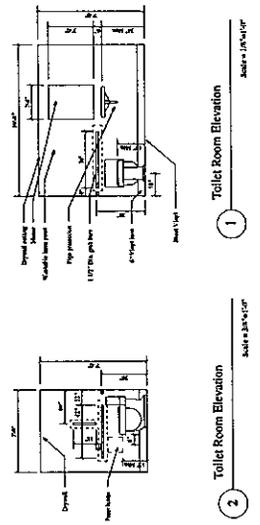
In Concepts
Architecture, LLC

Proposed for: **College Properties, LLC**
933 CH M M
Tim Lebrun
Oregon, WI 53575
608-215-8315

Project: **Storage Unit**
Address: McFarland, WI
Sheet Title: **First Floor Plan**

Date: 04-26-2013
Scale: As Noted
Job #: 09-01

SHEET
A1.0

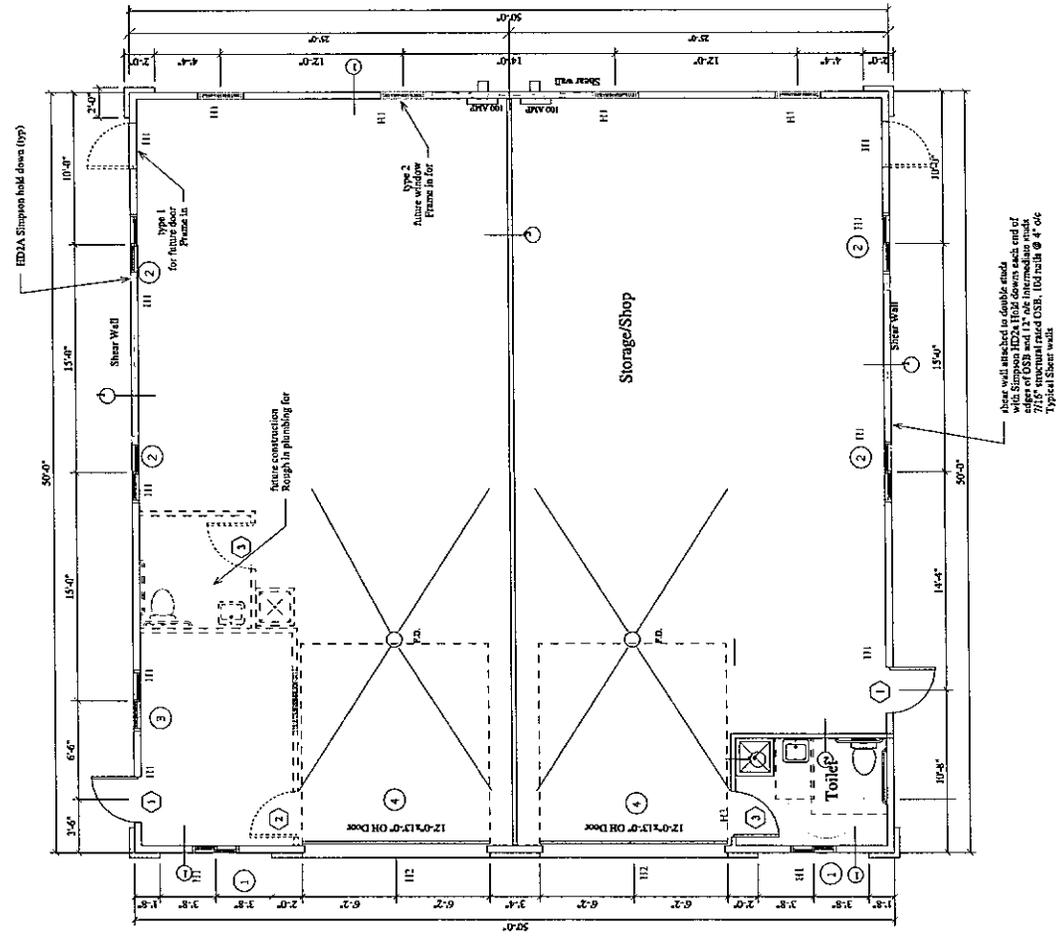


- Window Schedule**
- 1 3'-0" x 4'-0" Sliding Jeld-Wen Casew/ Lowe Insulated glass
 - 2 3'-0" x 3'-0" Sliding Jeld-Wen Casew/ Lowe Insulated glass
 - 3 4'-0" x 3'-0" Sliding Jeld-Wen Casew/ Lowe Insulated glass
 - 4 3'-0" x 4'-0" Sliding Jeld-Wen Casew/ Lowe Insulated glass
- Door Schedule**
- 1 3'-0" x 6'-0" Aluminum Door w/ Metal Frame with lever handles and Dead Bolt
 - 2 3'-0" x 6'-0" Solid core wood door with wood frame with lever handles
 - 3 3'-0" x 6'-0" Solid core wood door w/ wood frame with lever handles
 - 4 Lifetime Door 600 with wani-50 operator - R-13.5

- Wall Schedule**
- 1 5/8" type "X" 800 bd. with joints taped
4 R2 Vinyl Siding
3 1/2" PC Insulation
2x6 S.P.C. wood studs at 16" oc
Exterior Vapor Barrier
.044 Vinyl Siding
 - 2 5/8" type "X" 800 bd. with joints taped
3 1/2" PC Insulation
2x6 S.P.C. wood studs at 16" oc
 - 3 5/8" type "X" 800 bd. with joints taped
3 1/2" PC Insulation
2x6 S.P.C. wood studs at 16" oc
 - 4 5/8" type "X" 800 bd. with joints taped
3 1/2" PC Insulation
2x6 S.P.C. wood studs at 16" oc
- Header Schedule**
- 1 2x12 Hem-Fir #2
 - 2 2x12 Hem-Fir #2
 - 3 2x12 Hem-Fir #2
 - 4 2x12 Hem-Fir #2

Mark	Size	Material	Remarks
H1	(2)x12	Hem-Fir #2	3
H2	(2)x12	Hem-Fir #2	3
H3	(2)x12	Hem-Fir #2	4

Notes:
1. Headers at bearing wall locations only.
2. Headers at non-bearing walls to be (12)x flat.
3. (2) 2x6 Sill Studs each side.
4. (2) 2x6 Sill Studs each side.



Scale = 1/4" = 1'-0"
First Floor Plan - 2,500 S.F.

**UNANIMOUS WRITTEN CONSENT
OF THE UNIT OWNERS OF
STORAGESHOPUSA – MCFARLAND CONDOMINIUM**

The undersigned, being all of the unit owners of StorageShopUSA – McFarland Condominium (“Condominium”), do unanimously hereby consent in writing to adopt the following resolutions effective as of August 17, 2015, pursuant to the Wisconsin statutes and Section 3.08 of the Bylaws of the Condominium, as follows:

WHEREAS, the Declarant and the unit owners of the Condominium (“Owners”) would like to add additional land and units to the Condominium by amending the original Declaration of Condominium of StorageShopUSA – McFarland, recorded in Dane County, Wisconsin, on February 8, 2008, as Document No. 4395546 (“Declaration”) and by adding an addendum to the original condominium plat (“Plat”); and

WHEREAS, to add such additional land and units will require an amendment to the Declaration and an addendum to the Plat, which requires unanimous consent of all the Owners and their first mortgagees.

NOW, THEREFORE, BE IT RESOLVED:

The unit Owners of the Condominium unanimously approve the following:

Additional Land. Lot 1 of CSM 12282, Village of McFarland, Dane County, Wisconsin, as shown on the attached plat map, is hereby added to the Condominium.

Additional Units. 12 additional units to the existing 17 units (one of said existing units is a sign unit) may be added to the additional land as described above.

Voting. Currently the voting of the units is one vote per unit. That formula will remain the same and apply to any additional units added to the Condominium.

Percent of Common Element; Assessment. There shall be no change to the common element formula or assessment formula. For example, if there are 20 units total (including the sign unit), each unit shall own 1/20 of the common element; and, if there are 20 units total, assessments will be allocated among the 19 non-sign units (which excludes the sign unit).

No Change to Sign Unit. There will be no change to the sign unit in the Condominium.

The Owners direct the Declarant, or its assigns, to prepare and record an Amendment to the Declaration and an Addendum to the Plat.

[signatures on following pages]

IN WITNESS WHEREOF, the undersigned have executed this Written Consent effective as of the date first set forth above.

<u>Karyn Schneider</u>	4804 Ivywood Trail
<u>Randall Lansing</u>	4806 Ivywood Trail
<u>Pat M. Lof</u>	4812 Ivywood Trail
<u>Rubish K</u>	4816 Ivywood Trail
<u>David J. J...</u>	4820 Ivywood Trail
<u>Jan E. H.</u>	4824 Ivywood Trail
<u>Justy D. L. B.</u>	4828 - 4832 Ivywood Trail
<u>Doni Stolaruk</u>	4836 Ivywood Trail
<u>Justy D. L. B.</u>	4840 Ivywood Trail
<u>Justy D. L. B.</u>	4844 - 4848 Ivywood Trail
<u>B. H. H.</u>	4852 Ivywood Trail
<u>M. M.</u>	4856 Ivywood Trail
<u>M. Hermanson</u>	4860 - 4864 Ivywood Trail

CONSENT OF MORTGAGEES

<u>No Lien Karyn Schneider</u>	4804 Ivywood Trail
<u>No Lien Randall Lansing</u>	4806 Ivywood Trail
<u>MONTANA STATE BANK BY: <u>Michael D. Lof</u> MCE PL2810587</u>	4812 Ivywood Trail
<u>No Lien Rubish K</u>	4816 Ivywood Trail
<u>No Lien David J. J...</u>	4820 Ivywood Trail
<u>No Lien Jan E. H.</u>	4824 Ivywood Trail
<u>FARMERS SAVINGS BANK BY: <u>Dale Hatted SUP.</u></u>	4828 - 4832 Ivywood Trail

SPARTAN BOWL OUTDOOR VOLLEYBALL PROJECT

In an effort to bring outdoor entertainment to the Village of McFarland we hope to add volleyball to our business! We have designed a project that will meet the entertainment needs of the village. The courts will be located in the northwest portion of the Spartan Bowl Property. The project will be a perfect fit for the village, Spartan Bowl and the many supporters that love that McFarland will have volleyball.

The courts will be enclosed with nylon netting surrounding the court. The netting will be 16-20' high to ensure that the majority of play stays within the playing area. Sleeves will be placed into the driveway for the placement of the poles. Once the poles are all in place and cable will be run around the top of the poles which will allow the netting to be hung with carabiners. The bottom of the netting will have tension wire to stop any lifting or movement at the bottom of the netting. The courts will have concrete blocks stacked to form a frame for the sand and play. Matting and tubing will be laid down to allow for water to exit the playing area during summer rainfalls. Then the sand is placed on top to finish off the project.

There won't be any designated seating in the volleyball area for viewing. Players will enter into the volleyball area through the existing outdoor patio area. There will be an emergency exit with a one motion door in the volleyball area should there be an emergency. The only access to get into the volleyball area from outside the court is to go into Spartan bowl and head out through the patio area.

As play exists we will have refs to monitor play as well as drinking in the volleyball area. If a league develops with an 18+ age requirement those players 18-20 will be noted and wristbands will be given out to the players of legal drinking age.

Games will be hosted from approximately 6-9pm with the option of going until 930pm per new ordinances. The temporary set up will be installed in approximately late April and will be removed in early September. Just in time for bowling season.

RECEIVED

FEB 17 2016

VILLAGE OF MCFARLAND

SITE DATA:
ZONING DISTRICT:
TOTAL SITE AREA:

COMMERCIAL HIGHWAY
65,833 SF

PARKING REQUIREMENTS:

REQUIRED:
110 STALLS [(APPROX. FA = 60% OF GROSS =
16,667X.6=10,000) 5X16 + 1/300X10,000]
PROVIDED:
110 STALLS

SPARTAN HOVL - VOLLEYBALL
DATE: 02/17/16
PROJECT #: 15-003

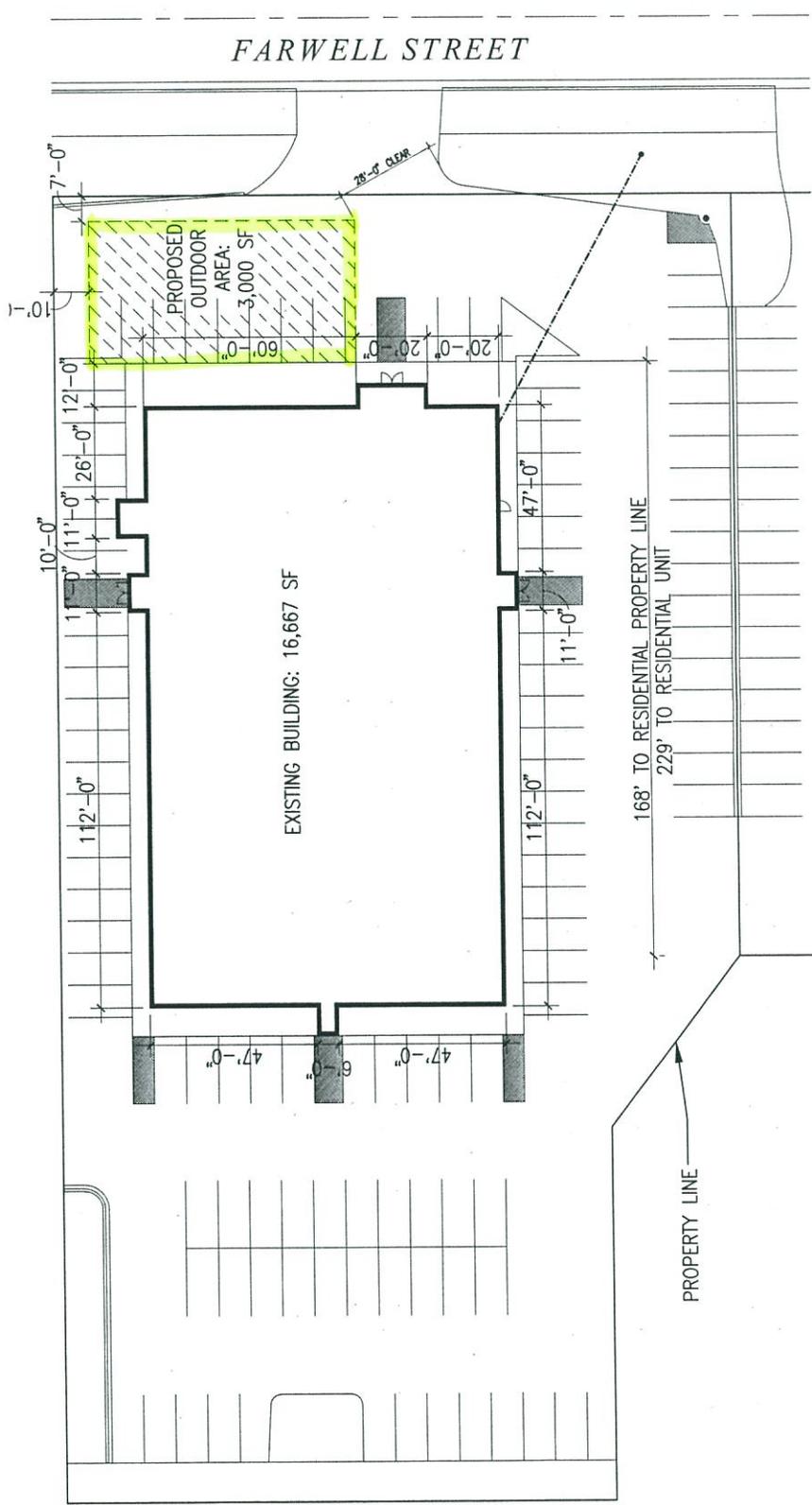
Spartan HoVL
111 Farwell Street
McFarland, WI 53558

Spartan Bowling Alley
Outdoor Recreation Area

EXISTING
SITE
PLAN

SHEET
REFERENCE

A.01



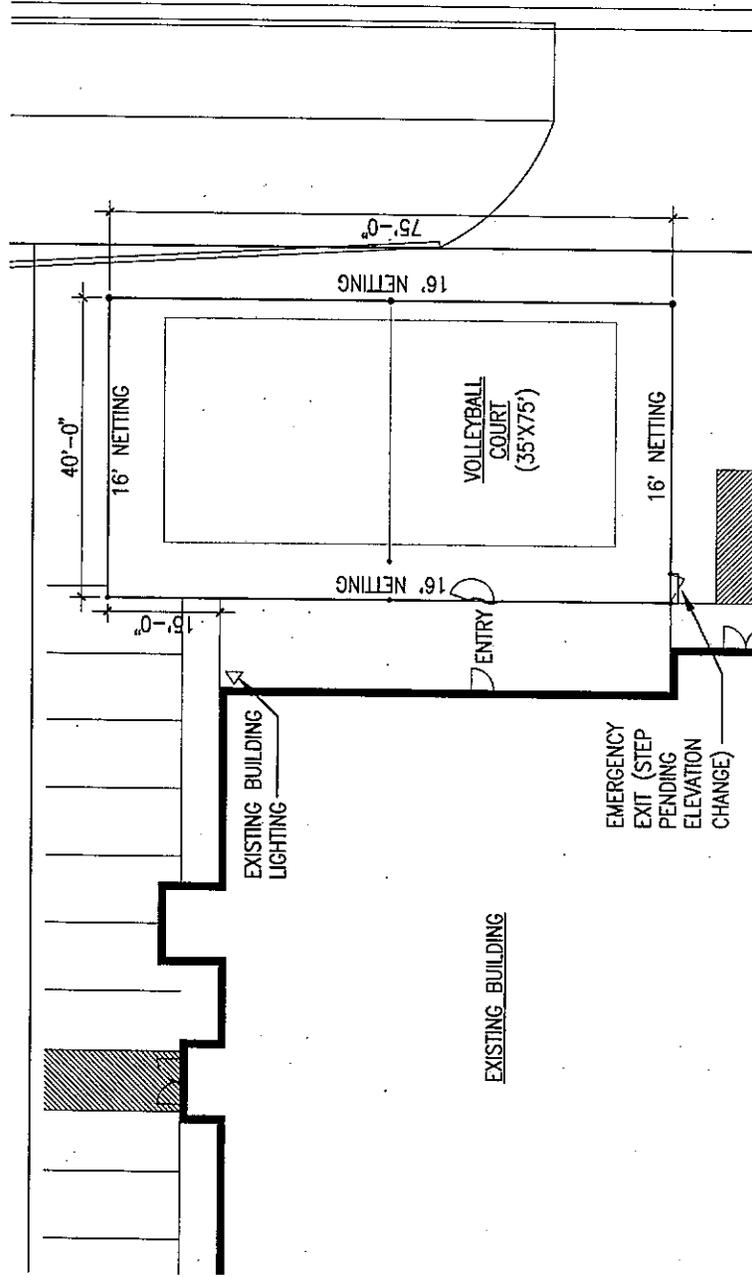
RECEIVED
FEB 17 2016
VILLAGE OF MCFARLAND



PROPOSED OUTDOOR RECREATION AREA:
 TOTAL PROPOSED AREA: 3,000 SF
 PARKING LOTS: 9 STALLS

CONSTRUCTION MATERIALS:

SURFACE: APPROX. 16" OF SAND ON DRAIN TILE AND FELT
 PERIMETER: 2"x2"x4" CONCRETE BLOCKS TO HOLD SAND. SCHEDULE 40 POSTS TO SUPPORT 16' HIGH NYLON NETTING.
 LIGHTING: INTEND TO USE EXISTING BUILDING LIGHTING



SPARTAN BOWL - YORKSHIRE
DATE: 02/17/16
PROJECT #: 15-003

Spartan Bowl
 121 Fifth St. SE
 Grand Rapids, MI 49503

Spartan Bowling Alley
 Outdoor Recreation Area

PROPOSED
 SITE
 PLAN

SHEET
 REFERENCE
 A.02

ORDINANCE NO. 2015-07

AN ORDINANCE TO AMEND SECTIONS 11-64(n) AND
11-69 RELATING TO OUTDOOR SPORTS ACTIVITIES
AT ESTABLISHMENTS LICENSED TO SERVE ALCOHOL

Purpose: To Enable Outdoor Sports Activities at Licensed Premises Subject to Certain Conditions.

Sponsor: Village Administrator

Recommended Referral: Public Safety Committee and Plan Commission

Public Hearing: Not Required

The Village Board of the Village of McFarland do hereby ordain as follows:

1. Section 11-64(n)(3)c. of the Village of McFarland Municipal Code is hereby amended to read as follows:

“The perimeter of any outdoor portion of a licensed premises not bordered by a main building shall be enclosed by a permanent fence not less than four feet high except for outdoor sports areas such fence shall be not less than six feet high. Such fence shall be constructed of wood, plastic or metal and erected and maintained in accordance with all applicable Village ordinances.”

2. Section 11-64(n)(3)h. of the Village of McFarland Municipal Code is hereby amended to read as follows:

“The size of the outdoor area is restricted to 30 percent of the public usage area of the portion of the premises which is inside the building. Interior building capacity shall not be increased as a result of the addition of the outdoor area. The playing area of any outdoor sports area permitted under Section 11-69 shall not be included for purposes of determining compliance with this subparagraph so long as the playing area is not permitted to be occupied by persons not participating in the sporting activity for which the playing area is designed.”

3. Section 11-64(n)(3)l. of the Village of McFarland Municipal Code is hereby amended to read as follows:

“1. Except for outdoor sports activities permitted under section 11-69, The the outdoor area shall not be used for any activities other than service and consumption of food and drink.

Smoking may be permitted in accordance with applicable State and local regulations. Food service shall be available in the outdoor area at all times during which it is open to patrons for alcohol consumption.”

4. Section 11-64(n)(3)m. of the Village of McFarland Municipal Code is hereby amended to read as follows:

“m. Except for playing areas and other areas adjacent thereto that are primarily intended for use by participants in outdoor sports activities permitted under section 11-69. The-the outdoor area must be located on an impervious-paved surface or hard all-weather decking material.”

5. Section 11-64(n)(3)t. of the Village of McFarland Municipal Code is hereby created to read as follows:

“t. If the outdoor area is used for outdoor sports activities as permitted under Section 11-69 and persons under the age of 21 are allowed to be present on the licensed premises, all persons 21 years of age or older who intend to consume alcohol beverages in the outdoor area, shall be issued a wristband that is bright in color which shall be issued only upon showing valid identification proving the person is 21 years of age or older.”

6. Section 11-69(b) of the Village of McFarland Municipal Code is hereby amended to read as follows:

“(b) *Approval required.* No licensee shall conduct or sponsor any outdoor sports activity or event on property forming any part of the real property on which the licensed premises exist without the prior approval of the Public Safety Committee which shall take into consideration the recommendation of the Plan Commission with respect to the plans and description of the proposed outdoor sports area.”

7. Section 11-69 (f)(3) of the Village of McFarland Municipal Code is hereby amended to read as follows:

“(3) The Public Safety Committee shall not grant approval to any applicant ~~whose property on which the activity or event is proposed is adjacent to any property zoned residential or on which a residential use exists as a nonconforming use, or within 70 feet of any property zoned residential or on which a residential use exists as a nonconforming use~~ where the outdoor sports area is within 200 feet of any dwelling.”

8. Section 11-69(f)(6) of the Village of McFarland Municipal Code is hereby created to read as follows:

“(6) If the proposed outdoor sports area is on a property that, at the time of the original application is adjacent to any residential property or within 70 feet of any residential property the regulations set forth in subparagraphs a. through de. of this paragraph shall apply. For purposes of this section, a “residential property” is any property, located in a zoning district identified in Section 62-69 of the McFarland Municipal Code, excluding the A-1 or CO district, upon which a residential use exists as a legal or legal-nonconforming use, or upon which a residential use is to commence as evidenced by a building permit authorizing creation of a residential use having been filed with the Building Inspector.

a. Outdoor lighting shall conform to an approved lighting plan prepared by a professional lighting engineer. The plan shall certify that the outdoor lighting shall not permit any light trespass onto any residential property greater than .01 footcandles.

b. Whistles shall not be used except as required to call for stoppage of play.

c. Use of the outdoor sports area shall be limited to the period between May 15 and September 15.”

9. Section 11-69(f)(7) of the Village of McFarland Municipal Code is hereby created to read as follows:

“(7) If persons under the age of 21 are allowed to be present on the licensed premises, all persons 21 years of age or older who intend to consume alcohol beverages in the outdoor sports area, shall be issued a wristband that is bright in color which shall be issued only upon showing valid identification proving the person is 21 years of age or older.”

10. Section 11-69(f)(8) of the Village of McFarland Municipal Code is hereby created to read as follows:

“(8) The outdoor sports area shall have all lights for competition turned off and no alcohol shall be possessed or consumed within the outdoor sports area after 9:00 p.m.”

11. Section 11-69(f)(9) of the Village of McFarland Municipal Code is hereby created to read as follows:

“(9) Amplified music, audio speakers, microphones, televisions or other audio or video devices are prohibited.”

APPROVED:

Brad Czebotar
Brad Czebotar, Village President

ATTEST:

Tracey K. Berman for
Tracey K. Berman, Village Clerk

4821-4080-0547, v. 1

ORDINANCE 2015 -07			
MOTION	SECOND		
Czebotar	Kolk		
ACTION	DATE		
Adopted	7-27-15		
Referred			
Tabled			
Withdrawn			
Defeated			
Published			
INDIVIDUAL			
VOTING RECORD			
Adrian	Aye	Lytle	Absent
Brassington	Aye	Mooney	Aye
Czebotar	Aye	Utter, C	Nay
Kolk	Aye		
VOTING RESULTS			
Motion Carried:		5-1	
Motion Defeated:			

ORDINANCE NO. 2016-01

**AN ORDINANCE TO AMEND SEASON, HOURS, AND FENCING
REQUIREMENTS OF OUTDOOR SPORTS ACTIVITIES
AT ESTABLISHMENTS LICENSED TO SERVE ALCOHOL**

Purpose: To permit temporary netting, expand the allowable season, and extend time for activities in outdoor sports areas at establishments licensed to serve alcohol.

Sponsor: Village Administrator

Based on Referrals from: Public Safety Committee and Plan Commission

Public Hearing: Not Required

The Village Board of the Village of McFarland do hereby ordain as follows:

1. Section 11-64(n)(3)c. of the Village of McFarland Municipal Code is hereby amended to read as follows:

“The perimeter of any outdoor portion of a licensed premises not bordered by a main building shall be enclosed by a permanent fence not less than four feet high ~~except for outdoor sports areas such fence shall be not less than six feet high~~. Such fence shall be constructed of wood, plastic, or metal and erected and maintained in accordance with all applicable Village ordinances. If the outdoor portion of a licensed premise is an outdoor sports area, the enclosure may instead be made by temporary netting not less than 10 feet high. Such netting shall not be installed sooner than 14 days prior to, and shall be removed no later than 14 days after, the season or the period established under Section 11-69(f)(6)c. whichever is shorter. The outdoor area shall comply with all applicable building code requirements including the provision of readily distinguishable means of egress for fire and emergency purposes.”

2. Section 11-69(f)(6)c. of the Village of McFarland Municipal Code is hereby amended to read as follows:

“c. Use of the outdoor sports area shall be limited to the period between ~~May 15 April 1~~ and ~~September 15 November 1~~.”

3. Section 11-69(f)(8) of the Village of McFarland Municipal Code is hereby amended to read as follows:

“(8) The outdoor sports area shall have all lights for competition turned off and no alcohol shall be possessed or consumed within the outdoor sports area after ~~9:00~~ 9:30 p.m.”

APPROVED:

Brad Czebotar, Village President

ATTEST:

Tracey K. Berman, Village Clerk

ORDINANCE 2016 -01			
MOTION	SECOND		
Czebotar	Adrian		
ACTION	DATE		
Adopted	01/25/2016		
Referred			
Tabled			
Withdrawn			
Defeated			
Published			
INDIVIDUAL VOTING RECORD			
Adrian	Aye	Lytle	Aye
Brassington	Aye	Mooney	Aye
Czebotar	Aye	Utter	Aye
Kolk	aye		
VOTING RESULTS			
Motion Carried:	7-0		
Motion Defeated:			



Village of McFarland Comprehensive Plan Update
 Monthly Progress Report
February 2016



Tasks	Completed Work February	Anticipated Work March
Work Element 1: Project Coordination		
Task 1.1: Internal Project Kick-Off Activities	Supported Village adoption of Public Participation Plan	
Task 1.2: Coordinate Successful Project Completion		
Task 1.3: Project Steering Committee Meetings		Prepare for and attend Plan Commission meeting on 3/31
Work Element 2: Stakeholder Participation		
Task 2.1: Other Committee/Stakeholder Meetings	Provided dates to meet with School District administration to decide level and scope of District interaction	Meet with School District if arranged; Begin to schedule committee/stakeholder meetings for Apr-Jun
Task 2.2: Web-Based Survey	Prepared draft survey and sheet survey with Village staff for comment	Edit draft survey to share with Plan Commission before 3/31 meeting
Task 2.3: Other Web-Based Communications	Contacted Village staff about launch of Comprehensive Plan Web Page	Launch webpage and Facebook page (mid-month)
Task 2.4: Community Meeting to Guide Plan Update	McFarland Thistle contacted for media outreach	Prepare draft press release, which would coincide with survey
Work Element 3: Plan Completion		
Task 3.1: Comprehensive Plan Maps	Prepared draft jurisdictional, soil suitability, natural areas, and existing land use maps for C&I volume	Prepare "growth factors" map; decide whether better fit for C&I or V&D volume (leaning to latter)
Task 3.2: Conditions and Issues Volume of Plan	Completed internal draft of Conditions and Issues volume text; Roffers still needs to edit	Deliver draft C&I volume to Village staff by 3/8; complete any major edits if advance of 3/31 PC meeting
Task 3.3: Vision and Directions Volume of Plan		
Task 3.4: Recommendation and Adoption of Plan		
Task 3.5: Production of Adopted Comprehensive Plan		



Comprehensive Plan Meetings and Milestones Schedule

(Updated February 29, 2015; Subject to Further Change as Process Evolves)

Village Staff/Consultant Kick-off Meetings: *January 12 and 21, 2016*

- Discuss purpose and process for Comprehensive Plan update
- Discuss/refine public participation plan
- Finalize approach for Web-based communications and survey
- Identify community facility and utility conditions and needs
- Respond to questions related to completion of Conditions and Issues volume

Coordinating Meeting with School District Administration: *March 2016*

- Identify how best to coordinate respective long-range planning processes
- Identify additional School District/Village meetings that may be part of processes

Consultant Shares First Draft of Conditions and Issues Volume: *March 2016*

Plan Commission Meeting #1: *March 31, 2016*

- Share purpose and process for Comprehensive Plan update
- Assist with identification of community groups/committees with which to meet
- Present first draft of Conditions and Issues Volume of Plan and invite comments
- Discuss potential vision, themes, directions, and challenges for Plan
- Review draft web-based community survey

Plan Commission Meeting #2: *April 2016*

- Complete discussion of topics not discussed or finalized at late March meeting

Consultant Conducts Web-Based Community Survey: *April-June 2016*

Other Committee and Community Group Meetings (up to 13): *late April-July 2016*

- Meet with Village Board and committees such as Community Development Authority; Public Works Committee; Parks, Recreation and Natural Resources Committee; Public Utilities Committee; Landmarks Commission; and Public Safety Committee
- Further meetings with School District to coordinate planning processes and objectives
- Meet with other identified stakeholder groups (e.g., Chamber of Commerce)
- Within these meetings:
 - Review Conditions and Issues volume chapter(s) related to group's focus
 - Discuss potential vision and initiatives for Village Comprehensive Plan
 - Identify their initiatives and plans that intersect with Village Plan

Consultant Proposes Draft Materials for Vision and Directions Volume: *early July 2016*

- Draft community vision statement/format
- Preliminary description of specific initiatives for volume
- Draft future land use map and associated policies
- Draft future transportation/community facilities map

Consultant Prepares Next Draft of Conditions and Issues Volume of Plan: *July 2016*

Plan Commission Meeting #3: *late July 2016*

- Review results of the other committee and stakeholder group meetings
- Review results of Web survey and other Web-based communications
- Finalize/adopt Conditions and Issues Volume of Plan
- Review and revise preliminary materials for Vision and Directions Volume of Plan

Plan Commission Meeting #4: *early August 2016*

- Complete discussion of topics not discussed or finalized at late July meeting

Village Board Check-in Meeting: *August 2016*

- Review outcomes of Plan Commission meetings #3 and #4
- Provide policy direction on key issues and Plan recommendations

Consultant Prepares First Draft of Vision and Directions Volume of Plan: *July-Aug 2016*

Plan Commission Meetings #5 and #6: *September 2016*

- Review and advise changes to first draft of Vision and Directions Volume
- Prepare for community presentation and input meeting

Consultant Prepares Second Draft of Vision and Directions Volume of Plan: *Sept. 2016*

Community Presentation on Draft Plan: *early October 2016*

- Invite Board, public, members of earlier committees/groups, and adjoining/overlapping communities to attend and provide input

Consultant Prepares Approval Draft of Vision and Directions Volume: *October 2016*

Joint Village Board/Plan Commission Meeting: *November 2016*

- Hold formal public hearing on Comprehensive Plan
- Plan Commission recommends Comprehensive Plan for Village Board adoption
- Board adopts Comprehensive Plan

Consultant Prepares Adopted Versions of Both Volumes of Plan: *December 2016*

- Also, follow distribution requirements under Section 66.1001 of Statutes

RESOLUTION 2016-____
ESTABLISHING PUBLIC PARTICIPATION PROCEDURES
FOR AN UPDATE TO THE VILLAGE OF MCFARLAND COMPREHENSIVE PLAN

WHEREAS, §66.1001(2)(i), Wisconsin Statutes, requires that the Village of McFarland update its comprehensive plan at least once every ten years; and

WHEREAS, the Village intends to prepare and adopt an update to the 2006 Village of McFarland Comprehensive Plan, under the authority of and procedures established by §66.1001(4), Wisconsin Statutes; and

WHEREAS, §66.1001(4)(a), Wisconsin Statutes requires that the Village Board adopt written procedures designed to foster public participation at every stage of a comprehensive plan update or amendment process, and that such written procedures provide for wide distribution of draft plan materials, an opportunity for the public to submit written comments on the plan materials, and a process for the Board to respond; and

WHEREAS, meaningful public involvement in processes to update and subsequently amend the Village Comprehensive Plan is important to ensure that the resulting plan meet the wishes and expectations of the public and remains pliable to future changes in conditions and opinions; and

WHEREAS, the attached "Public Participation Strategy and Procedures for the Village of McFarland Comprehensive Plan" includes procedures to foster public participation, ensure distribution of draft plan materials, provide opportunities for written comments, and provide mechanisms to respond to such comments.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of McFarland, Wisconsin hereby adopts the attached "Public Participation Strategy, Village of McFarland Comprehensive Plan" as its public participation procedures for its update to the 2006 Comprehensive Plan, and for subsequent periodic amendments to such updated plan, meeting the requirements of §66.1001(4)(a), Wisconsin Statutes.

Enacted this ____ day of _____, 2016

Brad Czebotar, Village President

ATTEST:

Tracey Berman, Village Clerk/Treasurer

Public Participation Strategy

Village of McFarland Comprehensive Plan

(Amended January 21st, 2016)

Introduction

Section 66.1001 of Wisconsin Statutes—the State’s comprehensive planning legislation—community stakeholders be involved throughout the process to prepare, update, or amend a local comprehensive plan. Participation helps to ensure that the resulting comprehensive plan reflects the vision, goals, and values of the community.

Section 66.1001(4)(a) requires the Village of McFarland to adopt, by resolution, written procedures designed to foster public participation at every stage in the update to and subsequent amendment of its comprehensive plan. The written procedures must provide for wide distribution of the draft comprehensive plan, an opportunity for the public to submit written comments on the draft plan, and provisions for local response to such comments.

This document is intended to fulfill this statutory requirement. It outlines the procedures that will be followed to consider and adopt an update to the 2006 version of the Village of McFarland Comprehensive Plan, and subsequent periodic amendments to that new update, until such time as the Village once again participates in another full update to the Village of McFarland Comprehensive Plan (presumably by 2026).

Goals Addressed by this Public Participation Strategy

- Provide opportunities for people to participate in processes to consider and adopt an update and subsequent amendments to the Village Comprehensive Plan, including internet based input opportunities.
- Adopt provisions in the update and subsequent amendments that reflect the ideas, desires, and objectives of most residents and property owners.
- Use meetings of the Village Plan Commission to guide the Comprehensive Plan update and subsequent amendment processes, with policy direction from the Village Board and input from various Village committees and community groups.
- Meet the requirements set forth in Section 66.1001 of Wisconsin Statutes.
- Recognize that the goals expressed above must be balanced with the need to complete the comprehensive plan update and subsequent amendments within reasonable timeframes and limited budgets.

Public Participation Techniques

The process to complete the update to the Village of McFarland Comprehensive Plan is described in the attached "Comprehensive Plan Meetings and Milestones Schedule." The Schedule may be amended during the update process.

Community participation will focus around Plan Commission meetings, with additional input opportunities at meetings of the Village Board and other McFarland committees and community groups. The Village will, at a minimum, use the following techniques to obtain public input during the plan update process and each subsequent plan amendment process:

- Ensure that all Plan Commission, Village Board, and other Village committee meetings held to consider, discuss, and adopt the Comprehensive Plan update/amendments are open to the public, and are noticed as required by State open meeting regulations.
- Provide at least some opportunity at all public meetings for public comment, at the discretion of the Plan Commission and Village Board. Some meetings will be specifically intended to encourage wide participation from the public. Other meetings will be primarily intended as work sessions for the Plan Commission, Village Board, or some combination. A public comment period will be included at the end of each such work session, the beginning of the work session, or both. This will allow the Commission and/or Board to concentrate on completing tasks without interruption, while still allowing the public an appropriate opportunity to observe and provide comments.
- Conduct a web-based community survey to understand the community's vision and priorities and include relevant Comprehensive Plan update information on the Village's and consultant's Web pages, local media such as the McFarland Thistle and the Village's own "Outlook" newsletter, in addition to maintenance of a Comprehensive Plan project Facebook page, to provide ample opportunity for interested residents to provide input via the Web.
- Conduct meetings with existing committees and groups in the McFarland area that affect or are interested in the future growth and development of the community.
- Conduct a public open house, or some equivalent event or input opportunity(ies), midway or close to the end of the Comprehensive Plan update process. The purpose is to share the draft Vision and Directions Volume and solicit public input.
- Hold one formal public hearing on the proposed Comprehensive Plan update and subsequent amendments prior to adoption. The public will have an opportunity to present testimony and offer comments at the public hearing. The public hearing will be noticed and held per the requirements of Wisconsin Statutes, Section 66.1001.

Opportunities for Comments on the Draft Comprehensive Plan Update/Amendments

The Village will have available copies of draft plan update/amendment materials at the Village Hall during normal business hours, and on the Village's Web page. The Village will also provide copies of the plan update/amendments to adjacent and overlapping governments as required by statute, and to members of the participating public and others listed in the statute as requested. The Village may charge for copies an amount equal to the costs of time and materials to produce such copies.

Public comments will be solicited and responded to at every stage of the plan update/amendment processes. Written comments on the Comprehensive Plan update/amendments may also be delivered, mailed, or e-mailed to the Village Community Development Director. The Village will respond to written comments via mail, e-mail, telephone, meeting, and/or through consideration of appropriate changes to the Comprehensive Plan.

Comprehensive Plan Meetings and Milestones Schedule

(Updated January 21, 2016; Subject to Further Change as Process Evolves)

Village Staff/Consultant Kick-off Meetings: *January 12 and 21, 2016*

- Discuss purpose and process for Comprehensive Plan update
- Discuss/refine public participation plan
- Finalize approach for Web-based communications and survey
- Identify community facility and utility conditions and needs
- Respond to questions related to completion of Conditions and Issues volume

Coordinating Meeting with School District Administration: *early February 2016*

- Identify how best to coordinate respective long-range planning processes
- Identify additional School District/Village meetings that may be part of processes

Consultant Prepares First Draft of Conditions and Issues Volume: *March 2016*

Plan Commission Meeting #1: *late March 2016*

- Share purpose and process for Comprehensive Plan update
- Recommend/adopt public participation plan
- Assist with identification of community groups/committees with which to meet
- Present first draft of Conditions and Issues Volume of Plan and invite comments
- Discuss potential vision, themes, directions, and challenges for Plan
- Review draft web-based community survey

Plan Commission Meeting #2: *early April 2016*

- Complete discussion of topics not discussed or finalized at late March meeting

Consultant Conducts Web-Based Community Survey: *April-June 2016*

Other Committee and Community Group Meetings (up to 13): *late April-July 2016*

- Meet with Village Board and committees such as Community Development Authority; Public Works Committee; Parks, Recreation and Natural Resources Committee; Public Utilities Committee; Landmarks Commission; and Public Safety Committee
- Further meetings with School District to coordinate planning processes and objectives
- Meet with other identified stakeholder groups (e.g., Chamber of Commerce)
- Within these meetings:
 - Review Conditions and Issues volume chapter(s) related to group's focus
 - Discuss potential vision and initiatives for Village Comprehensive Plan
 - Identify their initiatives and plans that intersect with Village Plan

Consultant Proposes Draft Materials for Vision and Directions Volume: *early July 2016*

- Draft community vision statement/format
- Preliminary description of specific initiatives for volume
- Draft future land use map and associated policies
- Draft future transportation/community facilities map

Consultant Prepares Next Draft of Conditions and Issues Volume of Plan: *July 2016*

Plan Commission Meeting #3: *late July 2016*

- Review results of the other committee and stakeholder group meetings
- Review results of Web survey and other Web-based communications
- Finalize/adopt Conditions and Issues Volume of Plan
- Review and revise preliminary materials for Vision and Directions Volume of Plan

Plan Commission Meeting #4: *early August 2016*

- Complete discussion of topics not discussed or finalized at late July meeting

Village Board Check-in Meeting: *August 2016*

- Review outcomes of Plan Commission meetings #3 and #4
- Provide policy direction on key issues and Plan recommendations

Consultant Prepares First Draft of Vision and Directions Volume of Plan: *July-Aug 2016*

Plan Commission Meetings #5 and #6: *September 2016*

- Review and advise changes to first draft of Vision and Directions Volume
- Prepare for community presentation and input meeting

Consultant Prepares Second Draft of Vision and Directions Volume of Plan: *Sept. 2016*

Community Presentation on Draft Plan: *early October 2016*

- Invite Board, public, members of earlier committees/groups, and adjoining/overlapping communities to attend and provide input

Consultant Prepares Approval Draft of Vision and Directions Volume: *October 2016*

Joint Village Board/Plan Commission Meeting: *November 2016*

- Hold formal public hearing on Comprehensive Plan
- Plan Commission recommends Comprehensive Plan for Village Board adoption
- Board adopts Comprehensive Plan

Consultant Prepares Adopted Versions of Both Volumes of Plan: *December 2016*

- Also, follow distribution requirements under Section 66.1001 of Statutes

Community Development Highlights

February 2016

- During the month of February twenty three permits were issued. Two permits were issued for new single family homes in Juniper Ridge Subdivision. Revenues for the month totaled just over \$31,000.00
- The first installment of our \$552,000 TIF loan to Ryan Quam of Waubesa Village LLC, for the Waubesa Village project has been dispersed. All the necessary paperwork was executed.
- We are working with Spanrie Property Group to update their CSM for subdividing their property for the Farwell Place project and to identify the necessary utility easements all of which will need Plan Commission and Village Board approval.
- Working with Brian Berquist and Atty. Larry Bechler on items necessary to create a utility district for the new sanitary lift station on Holscher Road.
- Along with other staff, attended a meeting of Village staff, DNR, Dane County and CARPC to discuss wetland issues relating to the Prairie Place Subdivision Plat. The newly delineated wetlands on Mr. Gannon property may cause a re-plat. Mr. Gannon is considering asking CARPC for a variance to the required 75 foot setback from the wetlands in order to develop a number of residential lots.
- Worked with the developer, engineer and architect regarding revisions to Tim Neitzel's proposed six unit multi-family townhouse next to Walgreens and Lake Edge Road.
- Worked with consulting staff on data collection relating to the first few chapters of the Comprehensive Plan.
- Have been working with staff to resolve right of way issues for Holscher Road.
- Various Village staff members met with Brock Roder of Spartan Bowl to discuss his plans to install a seasonal volleyball court. Since that meeting Mr. Roder has revised the site and location of the court. Revised plans were sent to all pertinent Village staff for comment.
- With the assistance of Kelsy Boyd, prepared dollar figures for available monies in the park fund to help determine possible funding sources for Lewis Park Shelter.

- Working with consultant Mark Roffers on drafting a community survey regarding our update to the Villages' Comprehensive Plan.
- Attended the City of Madison neighborhood meeting for a possible gas station and convenience store on the north side of Siggelkow Road across from Valley Drive. The developer has yet to submit a formal application to the City.
- Attended the Chamber of Commerce annual meeting at 5100 Restaurant.
- Worked with the Village attorney to draft an amendment to our Floodplain Ordinance to encompass updated flood plan insurance studies.
- Made final arrangement for printing of our updated zoning maps. Much thanks to GIS specialist Aaron Krebs at CARPC for his help.
- Attending the following municipal meetings during the month.
 - Village Board
 - Plan Commission
 - Community Development Authority
 - Parks and Natural Resources Committee

Submitted by:
Pauline Boness
Community Development Director

Community Development Highlights

2015

- For 2015 our yearly permits totaled 368 with 19 permits issued for new single family homes, the highest total for residential homes since 2005. Approximately \$175,000 in permit fees were collected on 7.7 million worth of new construction.
- Juniper Ridge subdivision consisting of 193 single family homes was approved by the Plan Commission and Village Board. Approximately 11 acres of parkland was dedicated to the Village. Construction is planned in several phases.
- Village Board approved the annexation of ± 20 acres along MN east of Holscher Road owned by the McFarland School district.
- Talks began with the Village of McFarland regarding a permanent location for Chamber of Commerce offices. A potential site is the existing parking lot at Exchange and Bashford Streets.
- Tim Neitzel completed his 20,000 sq.ft. building on Voges Road. Building has flex space for one or multiple tenants. Currently leased to Pro Clips USA, provider of mobile mounting systems for cellphones and I pads.
- Provided a TIF loan of just over \$500,000 for a mixed use commercial and residential project on Siggelkow Road by developer Ryan Quam. The structure will have 11,000 sq.ft. of 1st floor commercial space and twenty residential rental units on the second and third floors. This project is in TIF #3.
- Approved a Preliminary Plat for Prairie View subdivision owned by Tom Gannon consisting of single family as well as multifamily lots.

- Former Beach House property sold to developers. Should see redevelopment plans in 2016.
- Former U.W. Health Clinic sold to Spanrie LLC as Phase I of a three phase redevelopment project over the western 1/3 of the McFarland Centre on Farwell Street in TIF #4. Total project value of 10 – 12 million.
- Outdoor activities ordinance created for establishments holding an alcohol license that wish to have outdoor sports activities.
- Selected consultant MDR offers to update our Comprehensive Plan. Project is expected to be completed in December 2016.
- Seville Gear relocated to another nearby commercial building in order to gain interior space and room for much needed parking. Their existing building was sold to Capital Water Softeners.
- Successfully worked with DOT and Village staff to avoid possible relocation of Culvers Restaurant due to Hwy. 51 improvements. Design was revised to shift roadbed to the west thereby saving Culvers 19 parking spaces and drive-up.



Memorandum

TO: Plan Commission Members

FROM: Marty Pilger, Building Inspector

DATE: March 8, 2016

RE: January and February Property Maintenance Report

LETTERS SENT	VIOLATIONS	STATUS
4912 Marsh Road	Obtaining a building permit for the shed and moving it to the rear yard	(9/28/15) Update – owner has contract to have slab poured in new location for shed. (December 2015) Contractor did not get to it, will be 1 st in spring
6227 Exchange Street	Furniture and junk stored on porch (follow up 8/9/15)	(9/10/15) granted additional time to correct. (1/14/16) Unable to contact owner, will keep trying. February owner ticketed by Police Department
5115 Glen Road	Accumulation of junk and debris in yard. 1/14/16 – Second letter sent certified mail.	Re-inspected – 3/7/16 – Owner will be cited.
5706 Wisconsin Street	Accumulated junk, lawnmower and unlicensed inoperable vehicles stored on property. Follow up 10/8/15.	Both vehicles are licensed. Owner has got one running and had moved from driveway. 1/14/16 Trying to schedule time to meet owner to prove if second car

		runs. 3/7/16 Still trying to schedule.

<u>LETTERS SENT IN JANUARY :</u>	<u>VIOLATION:</u>
5007 Marsh Road	Storage of boat and trailer in front lawn. February 5, 2016 - boat and trailer moved to driveway.
<u>Letters Sent in February</u>	
5110 Falling Leaves Lane	Work being done without a permit.