

## **Minutes Plan Commission Meeting**

**April 18, 2016**

**Members Present:** Brad Czebotar, Bruce Fischer, Cathy Kirby, Ron Berger, Dan Kolk, Steve Jackson

**Members Absent:** Kate Barrett

**Staff Present:** Pauline Boness, Karen Knoll

**Others Present:** Eric Boucher, Brian Quamme; Martial Arts Academy, Catherine Puisto, Dale Puisto, John Grell

- 1. Call to order.** Czebotar called the meeting to order at 7:00 p.m.
- 2. Review and approval of draft Minutes of the February 15, 2016 Plan Commission minutes, (postponed from the March 18, 2015 meeting) and the March 18, 2016 Plan Commission minutes.**

Czebotar called for the vote on the February 15, 2016 minutes postponed from the March 18, 2016 meeting, Kirby seconded the motion. Motion carried 5 – 0 -1 with Jackson abstaining.

Czebotar moved to approve the March 18, 2016 Plan Commission minutes, Jackson seconded the motion. Motion carried 6-0.

- 3. Public Hearing - Review and possible action regarding a Conditional Use Permit (CUP), requested by Eric Boucher, Thales Blaso and Brian Quamme for approval of a Martial Arts Academy to be located at 4801 Voges Road, Suite G, currently zoned C-H Highway Commercial.**

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

Brian Quamme 6031 Tuscobia Trail – Explained their goals with the proposed martial arts center. He previously had a martial arts school in McFarland, he choose not renew the lease as a single business owner. He currently is working with partners Eric Boucher and Thales Blaso on the current martial arts academy.

Eric Bouche – 5912 Juniper Ridge – Explained the programs, training and development their martial arts programs have for students and the sense of community involvement which goes along with their programs. They will primarily be evening hours, with predominately students being dropped off, they will not conflict with other businesses in the area and parking will not be an issue. Classes will start at 4:00 p.m. with some Saturday morning classes. There will be no classes or equipment outside of the building.

Czebotar closed the public hearing at 7:08 p.m.

Czebotar moved to approve a request for a Conditional Use Permit (CUP), requested by Eric Boucher, Thales Blaso and Brian Quamme for approval of a Martial Arts Academy to be located at 4801 Voges Road, Suite G, currently zoned C-H Highway Commercial. Jackson seconded the motion. Motion carried 6-0.

**4. Public Hearing - Review and possible recommendation to the Village Board regarding proposed Ordinance No. 2016-02, an ORDINANCE TO AMEND PROVISIONS OF SECTION 62-430(b) OF THE MCFARLAND MUNICIPAL CODE RELATING TO FLOODPLAIN ZONING**

Czebotar opened the public hearing at 7:10 p.m. with no one wishing to speak Czebotar closed the public hearing.

Boness explained along with the flood plain maps they receive flood plain studies which cover elevations, profiles, cross section of rivers, etc. – previously there were 2 volumes which have increased to four volumes. These are normally used by staff and engineers. The flood plain maps have not changed.

Czebotar moved to recommend to the Village Board the proposed Ordinance No. 2016-02, an ORDINANCE TO AMEND PROVISIONS OF SECTION 62-430(b) OF THE MCFARLAND MUNICIPAL CODE RELATING TO FLOODPLAIN ZONING. Kolk seconded the motion. Motion carried 6-0.

**5. Review and possible action regarding a request by John Grell for a one year extension of the Conditional Use Permit (CUP), #261 originally approved on March 16, 2015 to allow construction of a single family home on his property located at 5411 Bashford Street. The property is zoned Central Commercial (C-C).**

John Grell 4502 Marsh Road, Madison, WI - informed Commissioners he needed more time to put together the estimates on building a home for his daughter on this property. He still feels there is the issue of the gas storage tank on the property, which if he has to remove, he does not feel he can move forward with the project. He feels the tank is grandfathered under State law as it is filled with sand. Czebotar asked for clarification on removal of the tank. Grell stated he

feels he can leave it there as is, as long as he owns the property. There was discussion of the tank possibly being in the area of a possible right of way. Boness advised this issue had not been brought up prior to the request for a CUP extension; she would have to research the situation. Grell stated he is ok with postponing this to a further meeting. Boness reviewed by extending the CUP there were some conditions which were attached and removal of the tank was one of them, if they wanted to remove the condition it would have to be done formally. Kolk suggested as a point of information this CUP is already expired as of March 16, 2016, it appears this will have to be reapplied for. Kirby stated this would give parties' time to research the issue of the storage tank prior to coming back and applying for a new CUP. Czebotar asked if this would give everyone a chance to review the situation, and, would this be agreeable with Grell. Grell agreed.

Czebotar moved to postpone action on Agenda item 5 until the May 16, 2016 Plan Commission meeting. Kolk seconded the motion. Motion carried 6-0.

**6. Review and possible action on a CSM (extraterritorial review) in the Town of Blooming Grove. Property address 3274 Lee South Court currently zoned A-1 Exclusive Agriculture.**

Catherin Puisto – 3274 Lee South Court – Puisto's request is to split their property into two parcels. The 16 acre parcel would be split with 2 ½ acres and their residence on it to sell, while retaining the remaining parcel. The parcels would be too small to remain AG-1 and would have to be RH1 and RH3. Boness advised the Village does not do many of these; we do have 1 ½ mile jurisdiction beyond the Villages borders, anytime there is a CSM in that area it must go before the Plan Commission. There is nothing unusual about this request and she sees no issues with the CSM.

Czebotar moved to approve CSM (extraterritorial review) in the Town of Blooming Grove. Property address 3274 Lee South Court currently zoned A-1 Exclusive Agriculture. Kirby seconded the motion, Motion carried 6-0.

Czebotar moved to department reports. Czebotar moved to take a recess until 7:30 p.m. to allow MDROffers Consulting to arrive. Berger seconded the motion. Motion carried.

Meeting reconvened at 7:35 p.m.

**7. Continued discussion relating to the update of the Villages Comprehensive Plan.**

Mark Roffers of MDROffers Consulting reviewed the discussion from the March 31, 2016 meeting with Commissioners. Preliminary results are in this month's packets, anyone who was not at the March special meeting can email Boness their thoughts if they wish to have them included in the process.

Roffers reviewed the survey process, it is a way of getting peoples broad impression and feelings about McFarland today, and, where they would like it to head in the future. The draft

survey previously discussed has been updated. Kirby requested a smaller timeframe for parties to return the survey and is concerned people may receive it and not know what to do with it. Roffers advised the reason for keeping it out and available is to maximize the time for publicity. Czebotar inquired if there is not a May Outlook how do we get the information out to residents, could there possibly be a postcard sent? Roffers stated for promotion there will be a Facebook page, McFarland Thistle, Village website along with other options. They are happy to supply the copy for the postcard, it is a matter of the Villages ability to print the cards and pay for the postage, along with getting it mailed out. They do want the survey to be live before any promotion goes out. It is not a problem to have the survey live before people know about it, it is not effective to have the information go out before the survey is active. Commissioners discussed options of having the survey online only vs paper for those who do not use internet, or may be more likely to complete a paper survey. Roffers pointed out you may be open to criticism if paper copies are readily available where they are not handed out in a controlled or monitored way, making them available at the Municipal center, library, possible a political science class in a classroom setting, there is no age limit on who can complete this. There will be a hard copy available, and they will not be limiting access per computer identification as this would limit multiple people in one home being able to complete the survey. The survey link will be available as the information is posted to other groups sites.

The survey has been updated per requests from the March 31<sup>st</sup> meeting. Roffers will be meeting with other community groups and committees in the forums which they typically meet including the school district and Chamber of Commerce. Commissioners discussed other various groups which may be available for MDRoffers.

The mailing of a post card to residents was discussed, and whether or not to include those in the outlying areas. Roffers advised the easiest mailing list is either the Public Works utility mailing list or tax payers, those in the outlying areas would not be hit with those. Kirby suggested the school mailing list which is set up in zones which you select when using bulk mailing. Kolk feels you should capture as wide of an area as possible. Roffers will work with staff on the postcard.

Roffers reviewed the conditions and issues report, what they have proposed and was accepted was to have two volumes, instead of the previous comprehensive plans single volume. It will be broken into the policy guide and the conditions and issues volume which will not be a policy document. Boness provided suggested changes and updates to Commissioners and Roffers advised the conditions and issues volume will be a work in progress for the next few months, to share any ideas with Boness and she will forward to Roffers. He will be meeting with them again in approximately late summer, once they have received feedback, they will dovetail the meeting if there is a smaller agenda, or, if needed will hold a special meeting.

**8. Public Comments.**

Czebotar thanked Jackson for his term on the Plan Commission and as a previous trustee.

**9. Department Reports:**

**a. Highlights and Updates** – No comments

**b. Property Maintenance Report** – No comments

**10. Adjournment** –Kirby moved to adjourn, Czebotar seconded the motion, motion carried meeting adjourned at 8:24 p.m.

Approved