

PLAN COMMISSION

Monday, February 18, 2019

7:00 PM

McFarland Municipal Center
Community Room

AGENDA

1. CALL TO ORDER
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Review and possible approval of draft minutes from the January 22, 2019 Plan Commission meeting.
4. BUSINESS.
 - a. Public Hearing - Review and possible action on a request by Elaine Urso, LLP for a 2-Lot Certified Survey Map (CSM), to create a buildable lot on Outlot 9, Parkview Estates, McFarland, WI. The properties are zoned R-1, Single Family Residence.
 - b. Public Hearing - Review and possible action on a request by Richard L. Grams (AMBR II, LLC) for a 2-Lot Certified Survey Map (CSM), at 4012 and 4016 Terminal Drive, McFarland, WI. The properties are zoned C-H Commercial Highway.
 - c. Review and possible action regarding a Site/Design review requested by Risen Savior Lutheran Church, for a building addition at 5001 Holscher Road. Property is zoned General Commercial(C-G).
 - d. Discussion and recommendation to the Public Safety Committee regarding a request from the McFarland House Cafe to expand its licensed alcohol premise to include a 1,300 square foot outdoor drinking area for the licensing period of July 1, 2019 through June 30, 2020.
 - e. Review and possible recommendation to the Village Board on a Resolution amending the McFarland Comprehensive Plan future land use map regarding 4703 Terminal Drive from industrial to mixed use flex commercial.
 - f. Discussion and possible action on the 2019 Plan Commission application as revised.
 - g. Discussion and recommendation to the Village Board regarding the formation of a subcommittee to address needed changes to the zoning code relating to conditional uses.
 - h. Discussion - term expiration of Plan Commissioners.
5. SCHEDULE NEXT MEETING DATE.
6. STAFF REPORTS
 - a. Highlights and updates

b. Property Maintenance Report

7. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

Working Draft - Minutes

Plan Commission

Meeting

January 22, 2019

Members Present: Cathy Kirby, Bruce Fischer, Brad Czebotar, Dan Kolk, Tom Rogers

Members Absent: Jeff Sorenson, Peter Bloechl-Anderson

Staff Present: Pauline Boness, Matt Schuenke

Others Present: Ryan Quam, Scott Acker, Robert Anderson, Carolyn Simpson, Kelsey Buehl, Zach Buehl

1. CALL TO ORDER

2. PUBLIC APPEARANCES - None

3. APPROVAL OF MINUTES

a. Review and approval of draft Minutes from the December 17, 2018 Plan Commission meeting.

Moved by Czebotar, seconded by Kirby to approve the minutes. Motion carried 5-0.

4. BUSINESS:

a. Review and possible action extraterritorial review CSM Lot 1 and Lot 2 CSM NO. 12377, Town of Dunn, Dane County, WI property owners Zach & Kelsey Buehl.

Boness indicated this was a 4 lot CSM in 2008. The Buehls have purchased two of the lots, which need to be merged.

Motion by Czebotar to approve the merging of the two lots. Rogers noted it should be the combining of lots 2 & 3 rather than 1 & 2. Seconded by Kirby. Motion carried.

b. Discussion only concept plan by developer Ryan Quam to develop approximately 10 acres at 4703 Terminal Drive to a mixed use office and residential development.

Quam outlined his plans for the 10-acre parcel currently owned by Robert Anderson. Mr. Quam has an accepted offer on the property and proposes to redevelop the property in four phases. He would like to start this summer with earthwork as the site is challenging with 60 feet of fall from the high point to the creek. Preservation of some older viable oak trees is a priority.

Phase I will include construction of a 27-unit apartment building and two detention ponds. Quam would like to have occupancy of the apartments by October 2020.

Phase II will involve one of the office buildings, Quam hopes to have a tenant who will take ½ of the building; with his own company Quam Engineering occupying the other half.

Phase III – construction of the second office building. Quam believes his tenant will need this space as the company expands.

Phase IV - the residential home and storage unit will remain as long as Mr. Anderson wishes to live there. Quam expects it might be 10-15 years before the second apartment building is constructed.

Quam feels the demand is there for additional apartments in McFarland. He plans to have areas to accommodate tenants dogs with flat terrain as well as a fenced in dog park.

The project will required TIF funding from the Village.

Commissioners Czebotar and Kolk cited increased traffic as well as mixing vehicles with tanker trucks as a concern; however, Kolk felt most tanker trucks are traveling north of this site. Kirby indicated she had no interest in adding more apartments in McFarland since quite a number had been constructed in the past few years. She was also concerned about the traffic and viability of the site if the office buildings are not constructed. Having the parking lot about the highway was also a concern.

Fischer was intrigued by the possibility of residential in the area. He felt this could act as an incentive to keep the area looking nice. Possibly Phase IV could end up as a commercial use if not viable for residential in the future. Rogers indicated he would like to take a look at the site to see how a residential use could be tucked into the parcel.

Czebotar questioned Quam regarding his interest in targeting some apartments for affordable housing. Quam indicated he would like to stick to what he knows but would consider the idea.

Boness and Schuenke briefly went over next steps. The CDA will take up financial participation at their February meeting. Next steps for Plan Commission would be

action on a resolution asking the Village Board to amend the Comprehensive and Redevelopment Plans for this parcel. Boness inquired if Commissioners would feel comfortable with considering a resolution in February. By consensus, Boness was instructed to have a resolution drafted.

- c. **Discussion only changes to the Municipal Code as it relates to conditional uses.** Commissioners decided to postpone action on this item to a future meeting.

- d. **Discussion and possible action on the 2019 Plan Commission application as revised.**

Boness indicate a set of standards had been added to the Plan Commission permit application to address conditional uses. Kolk and Kirby indicated the instructions should define substantial evidence and give examples of the type of evidence that may be needed i.e. traffic studies, lighting levels, etc.

5. STAFF REPORTS

- a. Highlights and updates – no comments
- b. Discussion only notable projects for 2018
Boness indicated a listing of our notable projects for 2018 is in their packet. It's been a busy year. Boness responded to an inquiry from Rogers that the Department had issued 610 permits in 2018 and approximately 570 in 2017.
- c. Property Maintenance
Kolk asked that our Code Enforcement Officer look at a property on Exchange Street two houses down from the Larson House as a couch has been leaning against a tree for some time.

6. ADJOURNMENT

Motion to adjourn by Kirby, seconded by Fischer. Motion carried. Meeting adjourned at 8:26 p.m.

Submitted by
Pauline Boness



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, February 18, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT:

AGENDA ITEM: Public Hearing - Review and possible action on a request by Elaine Urso, LLP for a 2-Lot Certified Survey Map (CSM), to create a buildable lot on Outlot 9, Parkview Estates, McFarland, WI. The properties are zoned R-1, Single Family Residence.

PREVIOUS ACTION:

ISSUE SUMMARY:

Outlot 9 was dedicated in the Park View Estates subdivision plat for stormwater management together as well as a possible well site. It has been determined that only a portion of the lot will be needed going forward. As a result, the developer would like to split the lot and develop Lot 1 for a single-family home site.

The Village Board approved an agreement to vacate; therefor, the Outlot can be spit, pending approval by Circuit Court of the vacation.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommendation: Conditional approval pending approval of vacation by circuit court.

ATTACHMENTS:

1. 2.18.19 pc outlot 9



RECEIVED

DEC 19 2018

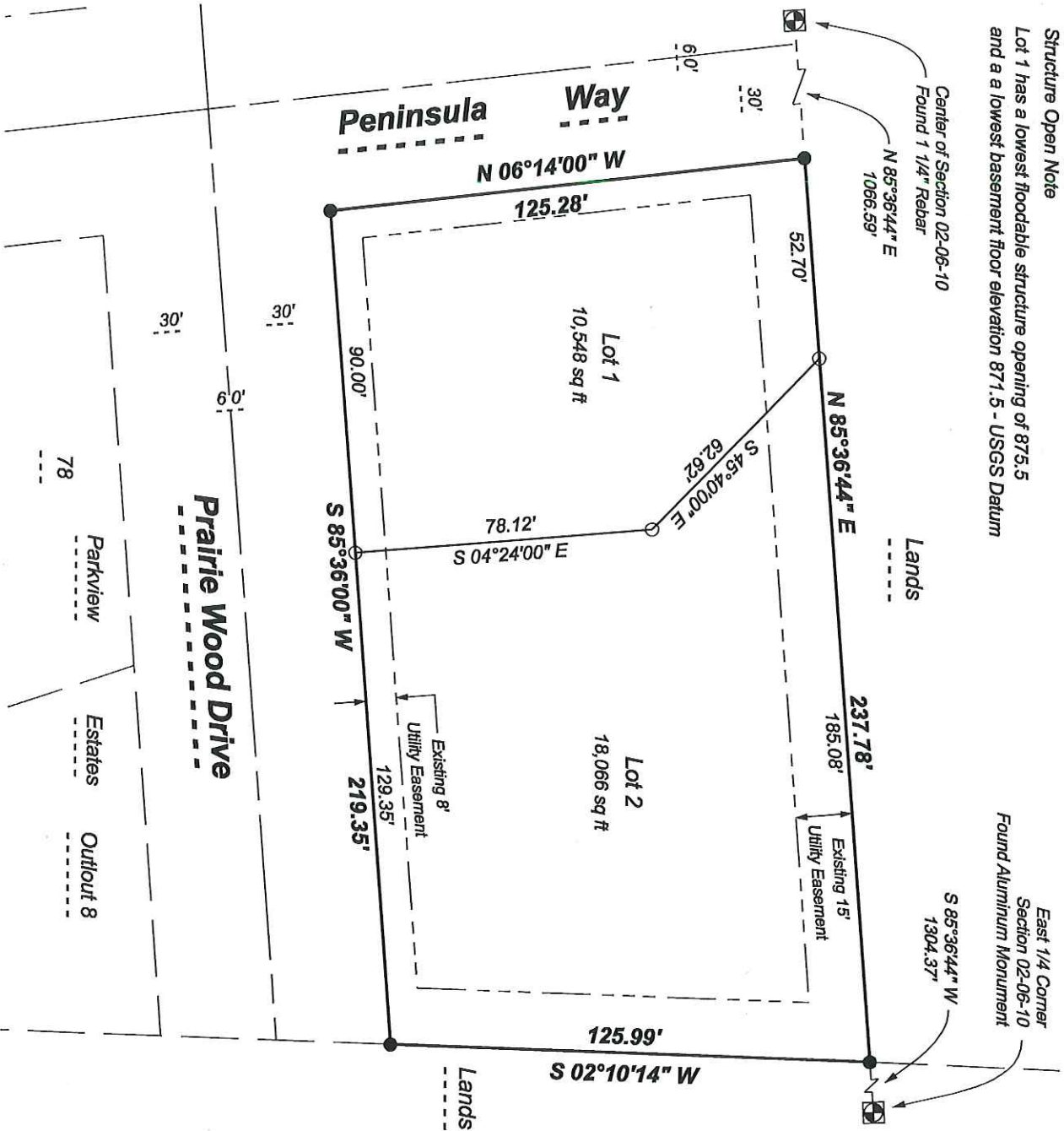
VILLAGE OF MCFARLAND

Certified Survey Map

Outlot 9, Parkview Estates, lying in the part of the NW 1/4 of the
SE 1/4 of Section 02, T06N, R10E, Village of McFarland,
Dane County, Wisconsin

Structure Open Note

Lot 1 has a lowest floodable structure opening of 875.5
and a lowest basement floor elevation 871.5 - USGS Datum



- LEGEND**
- 1 1/4" Rebar Found
 - 3/4" X 24" Rebar Driven
 - () Recorded As

0 20 40 80
Scale 1" = 40'

North reference to the North
Line of the Southeast 1/4
of Section 02 bearing
N 85°36'44" E

Surveyed By: TT
Drawn By: TT
Approved By: CMS
Date: 12-04-18



Surveyed By:
Royal Oak & Associates, Inc.
3678 Kinsman Blvd
Madison, WI 53704
Phone (608) 274-0500

Surveyed For:
Urso Bros LLC
Kevin Urso
4720 Farwell Street
McFarland, WI 53558

Office Map No: 16448
Sheet 1 of 3 Sheets

Doc No: _____, Volume _____, Page _____
CSM No. _____

RECEIVED
DEC 19 2018
VILLAGE OF McFARLAND

Certified Survey Map

Surveyor Certificate

I hereby certify that this survey is in compliance with Chapter 236.34 of Wisconsin Statutes and the Village of McFarland Ordinance by the direction of Kevin Urso of Urso Bros, LLC. I further certify that I have surveyed and mapped the lands described hereon, and that this map is a correct representation in accordance with the information furnished.

Carl M. Sandsnes, Professional Land Surveyor S-18119

Description

Outlot 9, Parkview Estates lying in part of the Northwest of the Southeast 1/4 of Section 02, Township 06 North, Range 10 East, Village of McFarland, Dane County, Wisconsin, more fully described as follows; Commencing at the East 1/4 Corner of said Section 02; Thence S 85°36'44" W, 1304.37 feet along the north line of the Southeast 1/4 of said Section 02 to the northeast corner of Outlot 9 of Parkview Estates; Thence S 02°10'14" W, 125.99 feet along the east line of said Outlot 9 to the northerly right of way of Prairie Wood Drive; Thence S 85°36'00" W, 219.35 feet along said northerly right of way to the easterly right of way line of Peninsula Way; Thence N 06°14'00" W, 125.28 feet along said easterly right of way to the northwest corner of Outlot 9; Thence N 85°36'44" E, 237.78 feet along the north line of said Outlot 9 to the point of beginning of this description
Said parcel contains 28,614 square feet or 0.65 acres.

OWNER'S CERTIFICATE

Urso Bros, LLC a Wisconsin Limited Liability Company duly organized and existing by the virtue of the laws of the State of Wisconsin, as owner does hereby certify that said company caused the lands described on This Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map.

IN WITNESS WHEREOF, the said Urso Bros, LLC, has caused these presents to be executed and signed by Kevin Urso, member, at McFarland, Wisconsin, and its company seal to be hereto affixed this ____ day of _____, 2018.

Kevin Urso, member

**STATE OF WISCONSIN)
COUNTY OF DANE) ss.**

Personally came before me this _____ day of _____, 2018, Kevin Urso, to me known to be members of Urso Bros, LLC and acknowledge that they executed the foregoing instrument as such members as the deed of said company, by its authority, for the purposes therein contained.

Notary Public, Dane County, Wisconsin

My Commission _____

Office Map No. 16448
Sheet 2 of 3 Sheet(s)

Document No. _____, Volume _____, Page _____
CSM No. _____

RECEIVED

DEC 19 2018

VILLAGE OF McFARLAND

Certified Survey Map

Planning Commission Village of McFarland, Wisconsin

"Resolved that this certified survey map, being a part of the Southeast 1/4 of Section 02, Township 06 North, Range 10 East, Village of McFarland, Dane County, Wisconsin, having been approved by the Planning Commission, be and the same, is hereby approved.

I, Cassandra Suettinger, do hereby certify that I am the duly appointed, qualified and acting Village Clerk of the Village of McFarland, and that this certified survey map was approved by the Planning Commission of the Village of McFarland, Dane County, Wisconsin and further certify that the conditions of said approval were fulfilled on the _____, day of _____, 2018.

Cassandra Suettinger, Village of McFarland Clerk

Certificate of Register of Deeds

Received for record the _____ day of _____, 2018 at _____ o'clock _____ .m.
and recorded in Volume _____ of Certified Survey Maps on Pages _____.

Kristi Chlebowski, Dane County Register of Deeds

Office Map No. 16448
Sheet 3 of 3 Sheet(s)

Document No. _____, Volume _____, Page _____
CSM No. _____



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, February 18, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT:

AGENDA ITEM: Public Hearing - Review and possible action on a request by Richard L. Grams (AMBR II, LLC) for a 2-Lot Certified Survey Map (CSM), at 4012 and 4016 Terminal Drive, McFarland, WI. The properties are zoned C-H Commercial Highway.

PREVIOUS ACTION:

ISSUE SUMMARY:

Mr. Grams wishes to re-subdivided and market former lots 3 & 4 of CSM No. 3560. The parcels are currently zoned C-H Commercial Highway.

Mr. Grams has indicated the storage at the rear of the lot will be removed by the new owners.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommendation: Approval

ATTACHMENTS:

1. 2.18.19 pc AMBR II LLC

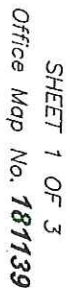
CERTIFIED SURVEY MAP

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, WI. 53590
Phone (608) 837-7463
Fax (608) 837-1081



JAN - 2019

VILLAGE OF MCFARLAND



SCALE 1" = 60'

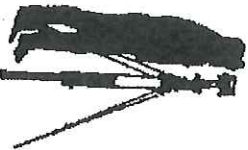
A horizontal scale bar with alternating black and white segments. It is marked with '0' at the left end, '60' at the midpoint, and '120' at the right end. The text 'SCALE 1" = 60'' is written vertically above the bar.

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

RECEIVED

JAN - 2 2019

VILLAGE OF McFARLAND



CERTIFIED SURVEY MAP

DATED: December 18, 2018

**Birkenkott
Surveying, Inc.**

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, Wisconsin 53590
Phone (608) 837-7463
Fax (608) 837-1081

Surveyor's Certificate:

I, Daniel V. Birkenkott, hereby certify that this survey is in full compliance with Chapter 236.34 of Wisconsin Statutes. I also certify that by the direction of the owners listed hereon, I have surveyed and mapped the lands described hereon and that the map is a correct representation of all the exterior boundaries of the land surveyed and the division of that land, in accordance with the information provided.

Description:

Lots 3 & 4, Certified Survey Map No. 13560, Part of the Northwest ¼ of the Southwest ¼ of Section 27, T07N, R10E, Village of McFarland, Dane County, Wisconsin.

Daniel V. Birkenkott, Registered Land Surveyor No. S-1531

Owner's Certificate:

AMBR II LLC, hereby certifies that it has caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. It further certifies that this Certified Survey Map is required to be submitted to the Village of McFarland as an approving authority.

AMBR II, LLC

Richard L. Grams, Managing Member

Date _____

State of Wisconsin)

Dane County) ss Personally came before me this _____ day of _____, 2019, the above-named AMBR II LLC, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Dane County, Wisconsin.

My Commission Expires

Printed name

Notes: Utilities Easement: No poles or buried cables are to be placed on any lot line or corner.

The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes. Wetlands, if present, have not been delineated.

This survey is subject to any and all easements and agreements both recorded and unrecorded.

This survey shows above-ground improvements. No guarantee is made for below-ground structures.

Surveyed for:

AMBR II, LLC
414 Atlas Ave.
Madison, WI 53714

Register of Deeds Certificate:

Received for recording this _____ day of _____, 2019

at _____ o'clock _____ m and recorded in Volume _____ of Certified Survey

Maps of Dane County on Pages _____.

Surveyed:

BTS

DVB

Checked
Approved:

DVB

Field book:

Tape/File: J:\2018\Carlson

Kristi Chlebowska, Register of Deeds

Sheet 2 of 3

Office Map No.: 181139

Certified Survey Map No. _____, Volume _____, Page _____



**Birrenkott
Surveying, Inc.**

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, Wisconsin 53590
Phone (608) 837-7463
Fax (608) 837-1081

CERTIFIED SURVEY MAP

DATED: December 18, 2018

RECEIVED
JAN - 2 2019
VILLAGE OF MCFARLAND

Village of McFarland Approval Certificate

This Certified Survey Map is hereby acknowledged, accepted and approved for recording by the Village of McFarland, action of _____.

Cassandra Suettinger, Clerk, Village of McFarland

Dated _____

Surveyed for:
AMBR II, LLC
414 Atlas Ave.
Madison, WI 53714

Surveyed:
Drawn: BTS
Checked: DVB
Approved: DVB
Field book:
Tape/File: J:\2018\Carlson
Sheet 3 of 3
Office Map No.: 181139

Document No. _____
Certified Survey Map No. _____, Volume _____, Page _____



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, February 18, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Review and possible action regarding a Site/Design review requested by Risen Savior Lutheran Church, for a building addition at 5001 Holscher Road. Property is zoned General Commercial(C-G).

PREVIOUS ACTION:

The Plan Commission received a conceptual presentation at its meeting on November 19, 2018.

ISSUE SUMMARY:

Risen Savior Lutheran Church is proposing a building addition and other site improvements at their property located at 5001 Holscher Road. The property is presently zoned General Commercial (C-G) which permits the use of churches within the district. Site/Design Review is governed under Section 62-310 of the Zoning Code and under Section 62-310(b)(1)(d) it requires "any development for which the applicant is a public utility or government entity or religious organization" to go through this process when a new building permit is requested.

The project proposes to add 4,817 in new building space to their existing 5,044 square feet that is primarily worship space. The new space will house offices, classrooms, kitchen, and other flex space to support their operations. The parking suggested for this site is recommended at 26 spaces; however, they currently provide 67 spaces with the ability to add another 60 in the future. The current building and the proposed addition will meet all applicable setbacks. They are also proposing to abandon their force main with lift station back to Holscher Road and install a new sanitary lateral that is gravity fed down to Lodgecliffe Lane where a new sanitary main was installed within the last year as part of the adjoining residential development. A new driveway was supposed to follow this route according to the original approval for this property; however, as the plans would indicate they are proposing to keep their existing access on Holscher Road. Lastly, they will be abandoning their onsite stormwater facilities in order to hook into the regional stormwater facilities constructed within the Juniper Ridge Subdivision as was intended.

Site/design standards are established under Section 62-310(e) as follows:

1. **Grading (C 1.3)** - The grading plan has been reviewed by the Village Engineer and found to be consistent with the topography for the site and for the drainage of water. As proposed it does not conflict with any view sheds or landscaping plans.
2. **Landscaping (C 1.5)** - Most of the landscaping work will revolve around restoration based on what is lost through the construction project as well as additions to support the new construction. The Building



Inspector reviewed this plan and found it to be acceptable.

3. **Building Relationships (C 1.2, A 2.0)** - This is presented as an addition which the design is compatible and complementary to the existing structure typically following the same contours, using the the same materials, and colors for consistency. Village Staff reviewed the building relationship and found it to be acceptable as presented.
4. **Lighting** - No material changes to exterior illumination.
5. **Utility Service (C 1.4)** - Two significant changes here with respect to the sanitary and stormwater utilities. The structure currently "pumps" its wastewater back up to Holscher Road through a force main so it can flow by gravity to the South. The church was originally approved under this setup until such time that development to the east filled in which brought sanitary utilities to an area where the church didn't have to "pump". Similarly, the church can now hook into the regional stormwater features that were designed to accept its flow which eliminates the need for their onsite features. The Village Engineer and Building Inspector has reviewed these plans and found them acceptable.
6. **Building Design (A 2.0)** - The building design for the addition is compatible and using like materials as the current construction. The scale of the addition is also in line with that of the current structure. Village Staff feels that as presented the structure is compatible with the existing structure and that of the surrounding area in order to meet this standard.

The Fire Inspector, Village Engineer, Building Inspector, and Village Administrator have all reviewed the project and found the project submitted to be acceptable with respect to what is required in the code. The Plan Commission is responsible for review and approval of the site plan finding the proposed projects meeting the standards presented in the code. The approval, if granted, is valid for 12 months.

FINANCIAL/BUDGET IMPACT:

None. Tax exempt property owner. All other permitting fees applied as appropriate.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

Chapter 62 - Zoning Code

- Section 310 - Site/Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

The project as proposed has met the code requirements and is recommended for approval.

ATTACHMENTS:

1. Risen Savior Plan Submittal 02072019 lvh
2. Risen Savior Site Plan Amendment
3. Risen Savior - FireRescue Department Response



Village of McFarland Community Development Department

Plan Commission Application – 2018

~Please complete application in full~

Applicant - Owner	Risen Savior Lutheran Church	Applicant's Agent	Same as Owner
	Chris Fredrick-Congregation President	Name	
Address	5001 Holscher Road, McFarland WI	Address	
Email	chrisfredrick@charter.net	Email	
Phone #	920-296-1544	Phone #	
Fax #		Fax #	

Type of Proposal – Please check boxes that apply. Parcel No(s). _____

Requires Public Hearing (Class One)	FEES	Requires Public Hearing (Class Two)	FEES	Public Hearing Not required	FEES
☐ Preliminary Plat	\$500+AF	☐ Conditional Use	\$275+F	☐ Annexation	At cost
☐ Preliminary Plat (reapplication)	\$500+BF	☐ Rezoning (map)	\$175+	☐ Dev. Agreement Including Addendums	\$400 F
☐ Certified Survey Map	\$300+F	☐ Zoning Amendment (text)	\$250+F	☐ Final Plat	\$500 +CF
☐ Condominium	\$300+EF	☐ Variance-Board of Zoning Appeals	\$250+F	☐ Final Plat (reapplication)	\$400 +DF
				☒ Site/Design Review	\$400 + F
				Escrow Deposits (covers costs for outside consultants; e.g., engineers, attorneys, etc.)	
				☐ R-E, R-3 & PD (up to 50 acres)	\$5,000
				☐ R-E, R-3 & PD (greater than 50 acres)	\$10,000
				☒ Commercial Site/Design Review (5,000 sq. ft. or more)	\$2,000
				☐ All Plats including condominiums	\$5,000

+ = Plus publication and notification charges

A = Plus \$50.00 per lot

B = Any preliminary plat which has previously been reviewed/revised within the last 36 months

C = Plus \$50.00 for each lot within the final plat

D = Any final plat which has been previously reviewed or/ revised within the last 36 months

E = Plus \$40.00 for each unit shown

F = Plus actual legal, engineering and financial consulting costs incurred by the Village

G = Plus \$25.00 per lot for two or more lots.

Nature of the development proposal: Must provide address of proposed development, legal description and description of proposal. (Attach additional paper if needed)

See attached.

What action is the applicant requesting of the Plan Commission?

Site and Design review and approval for addition to the existing Church.

Has this specific proposal been previously discussed or acted upon by the Plan Commission? ☒ YES ☐ NO (If "yes" state the nature and the date(s) of the previous application.)

November 19, 2018 informal discussion by Plan Commission regarding property access driveway.

PLEASE READ AND SIGN ON THE REVERSE SIDE - AT THE BOTTOM

Schedule: The Village of McFarland Plan Commission conducts meetings on the third Monday of each month at 7:00 p.m. at the McFarland Municipal Center in the Community Room. To ensure adequate time for staff to review and legal notices published, all potential agenda item materials are required to be submitted per the schedule listed below. **Twelve (12) Copies** of all materials, **one copy must be 8 ½ x 11** (only *one* copy of application, completed in full, is necessary) shall be submitted to the Community Development Department (608-838-3154), with fees paid **by NOON of the deadline day**, according to the following schedule:

Village of McFarland Plan Commission 2018 Schedule

***Submittal Deadline Noon on:**

For Scheduled 2018 Meeting date of:

December 12 (2017) ----- January Tuesday Jan. 16

January 9 ----- February 19

February 6 ----- March 19

March 6 ----- April 16

April 10 ----- May 21

May 8 ----- June 18

June 12 ----- July 16

July 10 ----- August 20

August 7 ----- September 17

September 11 ----- October 15

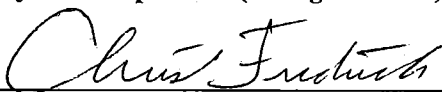
October 9 ----- November 19

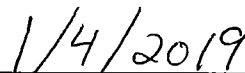
November 6 ----- December 17 (Pending)

December 7 ----- (Pending) Tuesday, Jan. 22, 2019

*** Submittal deadline: No exceptions can be given for above deadlines**

- **Materials submitted for review after the submittal deadline date (or incomplete submittals) will be held over until the next scheduled meeting.**
- **Failure to provide required materials/information/fees by the submittal deadline can result in this application being withdrawn for consideration by the Plan Commission. In addition any fees not paid for (i.e. legal notices, mailings, etc) will require any permits to be withheld.**

X 
Signature of Applicant/Agent


Date

January 7, 2019

Project Narrative

Project: Risen Savior Lutheran Church
5001 Holscher Rd
McFarland, WI 53558

Legal description: Parcel #: 071035485511
Lot 1 and part of Lot 2 of CSM 9553

Risen Savior Lutheran Church is requesting Plan Commission-Site review and approval of a building addition and stormwater management updates to their current facility located at 5001 Holscher Rd. The property is zoned General Commercial (C-G) and the church is a permitted use.

The proposed 4,817 square foot building addition will include a fellowship hall, classrooms, kitchen and restrooms. The proposed exterior materials will match the existing facility and are detailed on the exterior elevations. The overall site is 2.63 acres and the proposed development will disturb 1.26 acres. There are no driveway, parking or site lighting changes proposed. New landscaping is proposed at the addition. The existing stormwater pond will be abandoned and stormwater will be directed to the regional ponds in the residential development to the east. Sanitary sewer will be re-routed east to Lodgecliffe Lane by way of gravity conveyance to abandon the current force main towards Holscher Road.



LEGEND

CIVIL SHEET INDEX

 TO OBTAIN LOCATION OF
PARTICIPANTS' UNDERGROUND
FACILITIES BEFORE YOU
DIG IN WISCONSIN

CALL DIGGERS HOTLINE
1-800-242-8511

TOLL FREE
TELEFAX (414) 259-0947
TDD (FOR THE HEARING IMPAIRED) 1-800-542-2289

WISCONSIN STATUTE 182.0175 (1974)
REQUIRES MINIMUM OF 3 WORK DAYS
NOTICE BEFORE YOU EXCAVATE



CONSTRUCTION STAKING SHALL BE COMPLETED BY EXCEL ENGINEERING AS REQUESTED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE. CONTRACTOR TO CONTACT RYAN WILGREEN AT 920-926-9800 TO GET STAKING PRICE TO INCLUDE IN BID TO OWNER. PAYMENT OF STAKING COSTS ABOVE AND BEYOND THE BASE PRICE DUE TO RESTAKING WILL BE THE RESPONSIBILITY OF THE CONTRACTOR, NOT THE OWNER. CAD DRAWING FILES AND SURVEY CONTROL WILL NOT BE PROVIDED FOR STAKING PURPOSES.

STANDARD ASPHALT PAVING
 4" (102) SURFACE COURSE (1:1.58-28)
 7" BINDER COURSE (1:1.58-28)
 4" OF 1-1/4" CRUSHED AGGREGATE
 6" OF 3/4" CRUSHED AGGREGATE

B. CONTRACTOR TO COMPACT THE AGGREGATE BASE, ASPHALT BINDER COURSE, AND ASPHALT SURFACE COURSE TO AN AVERAGE DENSITY PER WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND AIRPORT CONSTRUCTION. ALL ASPHALT PAVEMENT AREAS SHALL BE PAVED TO WITHIN 0.10" OF DESIGN SURFACE GRADES WITH POSITIVE DRAINAGE BEING MAINTAINED IN ACCORDANCE WITH DESIGN PLANS. A MINIMUM OF 1% SLOPE SHALL BE MAINTAINED IN ALL ASPHALT PAVEMENT AREA.

C. HOT MIX ASPHALT CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF GEOTECHNICAL REPORT OR CONSTRUCTION DOCUMENTS.

CONTROR TO PROVIDE A 4" WIDE YELLOW OR WHITE PAINTED STRIPING FOR PARKING SPACES, TRAFFIC LANES, AND NO PARKING AREAS. (YELLOW OR WHITE PAINT MARKINGS SHALL ALSO BE PROVIDED FOR H.C. ACCESSIBLE SYMBOLS, TRAFFIC ARROWS, AND TRAFFIC MESSAGE.

FURNISH TO DO SO SHALL BE THE CONTRACTORS RESPONSIBILITY.

A. ALL PROPOSED SANITARY PIPE SHALL BE SDR-35.

C. CLEANSKUTS SHALL BE PROVIDED FOR THE SANITARY SERVICE AT LOCATIONS INDICATED ON THE UTILITY PLAN. THE CLEANSKUT SHALL CONSIST OF A COMBINATION WYE FITTING IN LINE WITH THE SANITARY SERVICE WITH THE CLEANSKUT LEG OF THE COMBINATION WYE FACING STRAIGHT UP. THE CLEANSKUT SHALL CONSIST OF A 6" VERTICAL PIPED WITH A WATER TIGHT END CAP AND A 90° ELBOW. THE CLEANSKUT SHALL BE INSTALLED TO A POINT WHICH IS AT LEAST 18" ABOVE THE SURFACE GRADE. THE CLEANSKUT SHALL BE INSTALLED TO A POINT WHICH IS AT LEAST 6" BELOW THE PREDICTED FROST DEPTH WHICHEVER IS SHALLOWER. THE CLEANSKUT SHALL EXTEND JUST ABOVE THE SURFACE GRADE IN OPEN OR LANDSCAPE AREAS WITH THE CLEANSKUT FLUSH PLACED OVER THE TOP OF THE CLEANSKUT FLUSH WITH THE SURFACE GRADE. IN PAVED SURFACES, THE FROST SLEEVE SHALL TERMINATE IN A CONCRETE PAD AT LEAST 8" THICK AND EXTENDING AT LEAST 9" FROM THE SLEEVE ON ALL SIDES, SLOPING AWAY FROM THE SLEEVE. THE CLEANSKUT/HOUSTING SHALL BE CONSTRUCTED PER MANUFACTURERS INSTALLATION INSTRUCTIONS.

D. ALL PROPOSED HDPE STORM PIPE SHALL BE IN ACCORDANCE WITH ASTM F7064. ALL CROWN STORM PIPING SHALL BE IN ACCORDANCE WITH ASTMS C14 AND ASTM C76. SEE SEPARATE SHEET FOR DRAINAGE DESIGN AND ELEVATIONS.

E. SANITARY, STORM, AND WATER UTILITY PIPE INVERTS SHALL BE CONSTRUCTED WITHIN 0.10' OF DESIGN INVERT ELEVATIONS ASSUMING PIPE SLOPE AND SEPTUM SET MAINTAINED PER THE UTILITY DESIGN PLANS AND STATE REQUIREMENTS.

F. ALL UTILITIES SHALL BE INSTALLED PER THE UTILITY PLAN TO A POINT WHICH IS A MINIMUM OF 5' FROM THE EXTERIOR WALL OF THE FOUNDATION. SITE UTILITY CONTRACTOR SHALL RUN WATER SERVICE TO A POINT WITH THE FOUNDATION SPECIFIED BY THE PLUMBING PLANS. CONTRACTOR TO CUT AND CAP WATER SERVICE 12" ABOVE FINISHED FLOOR ELEVATION. CONTRACTOR TO OBTAIN APPROVAL FROM OWNER FOR ANY CHANGES TO THE UTILITY PLAN. CONTRACTOR SHALL PROVIDE ACCESS TO ALL UTILITIES FOR INSPECTION AND REPAIR. WATER SERVICE PIPE, IF ATTACHED, THE TRACER WIRE SHALL BE SECURED EVERY 10 FEET TO AND AT ALL BENDS. TRACER WIRE SHALL HAVE ACCESS POINTS AT LEAST EVERY 30' FEET.

G. ALL UTILITIES SHALL BE INSTALLED PER STATE, LOCAL, AND INDUSTRY STANDARDS. WATER, SANITARY, AND STORM SEWER SHALL BE INSTALLED PER "STANDARD SPECIFICATION FOR STANDARD SPECIFICATIONS FOR WATER AND SEWER CONSTRUCTION IN WISCONSIN". THE DESIGN ENGINEER SHALL BE RESPONSIBLE FOR OBTAINING STATE PLUMBING REVIEW APPROVAL. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING CITY/LOCAL PLUMBING REVIEW APPROVAL. WATER, SANITARY, AND STORM SEWER.

H. SEE PLANS FOR ALL OTHER UTILITY SPECIFICATIONS AND DETAILS.

FOLLOW THE EROSION CONTROL SPECIFICATIONS FOR CONSTRUCTION EROSION CONTROL INSPECTION AND MAINTENANCE.*

PROJECT INFORMATION

CHURCH ADDITION
RISEN SAVIOR LUTHERAN CHURCH
HOLSCHER RD • MCFARLAND, WI 53558

PROFESSIONAL SEAL

SHEET DATES

ISSUE DATE FEB. 1, 2019

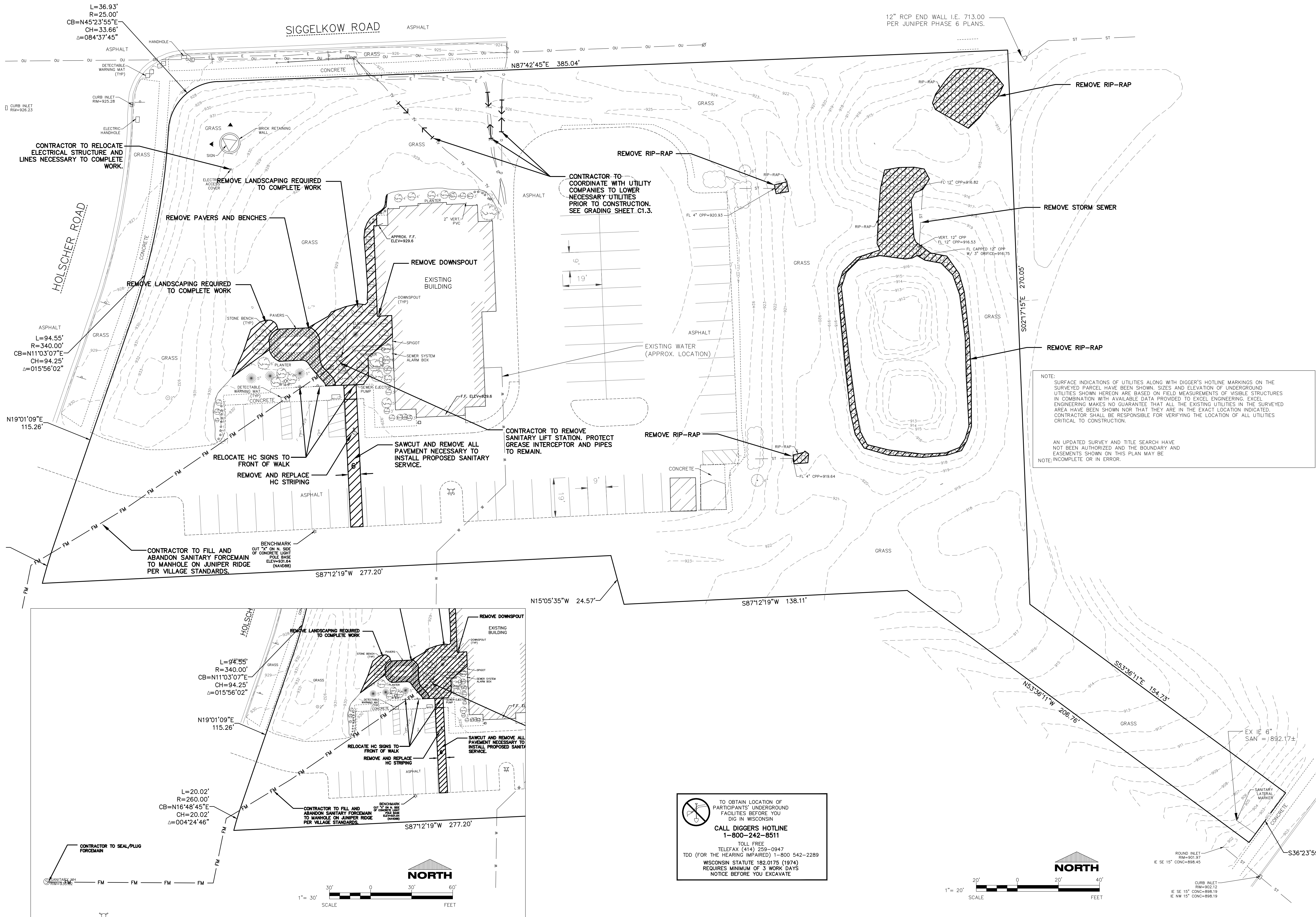
REVISIONS

JOB NUMBER

1713880

SHEET NUMBER

C1.1





PROFESSIONAL SEAL

SHEET DATES

ISSUE DATE FEB. 1, 2015

REVISIONS

JOB NUMBER

1712000

1715000

SHEET NUMBER

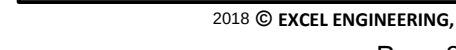
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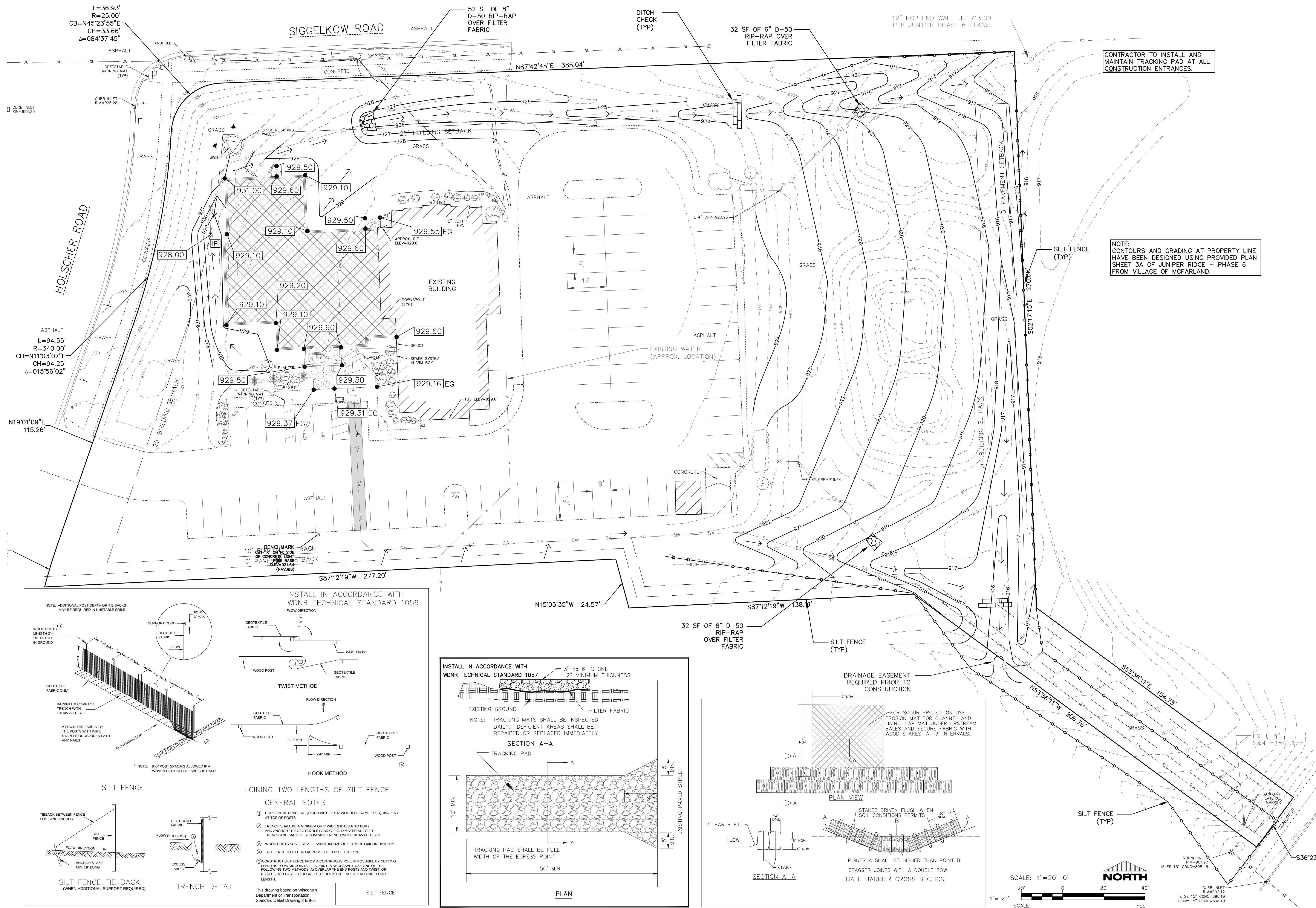
C12

C1.2

2018 © EXCEL ENGINEERING,

Page 2





PROJECT INFORMATION

CHURCH ADDITION
RISEN SAVIOR LUTHERAN CHURCH
HOLSCHER RD • MCFARLAND, WI 53558

PROFESSIONAL SEAL

SHEET DATES

ISSUE DATE FEB. 1, 2019

REVISIONS

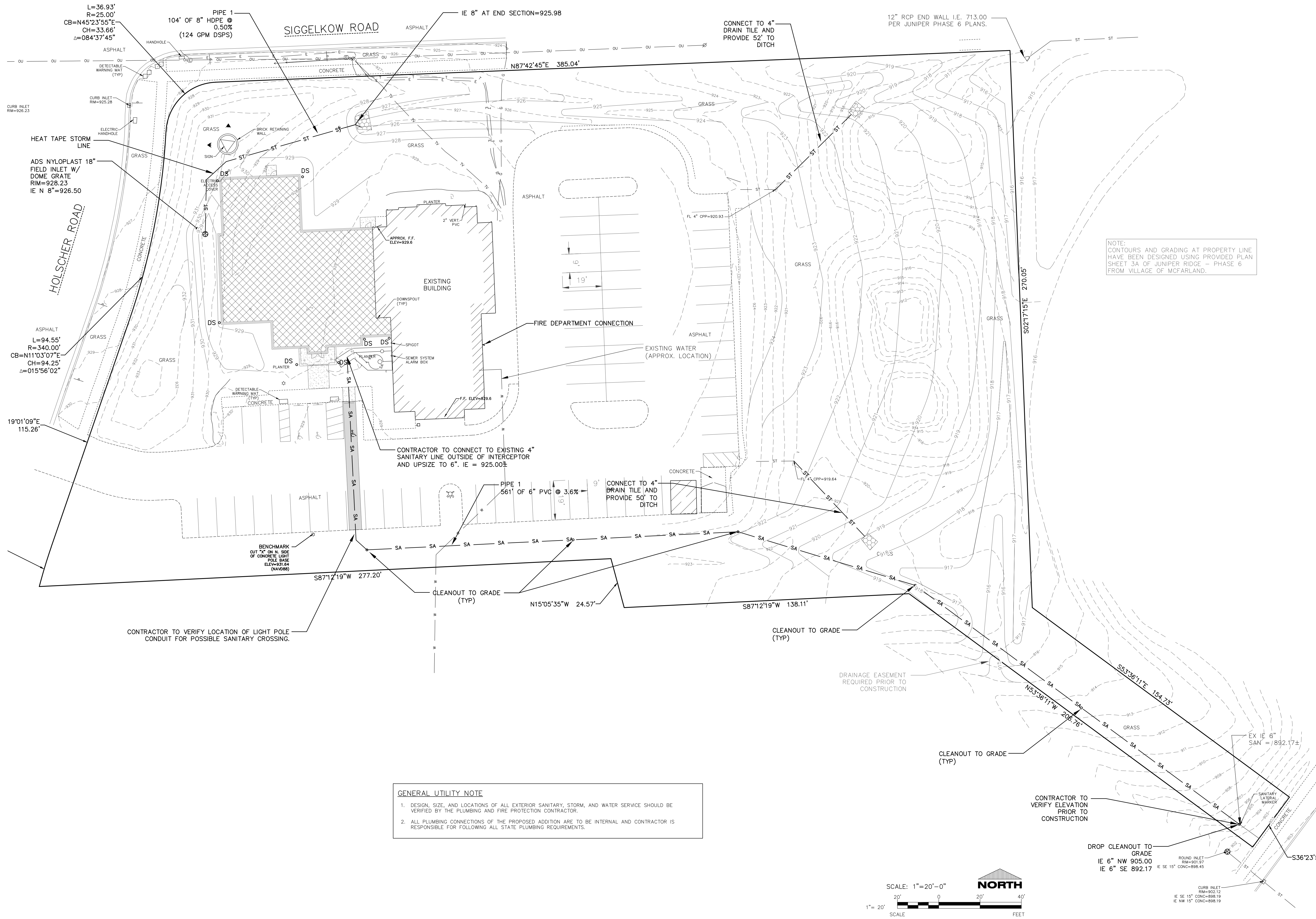
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JOB NUMBER

1713880

SHEET NUMBER

C1.3



PROJECT INFORMATION

CHURCH ADDITION
RISEN SAVIOR LUTHERAN CHURCH
HOLSCHER RD • MCFARLAND, WI 53558

PROFESSIONAL SEAL

SHEET DATES

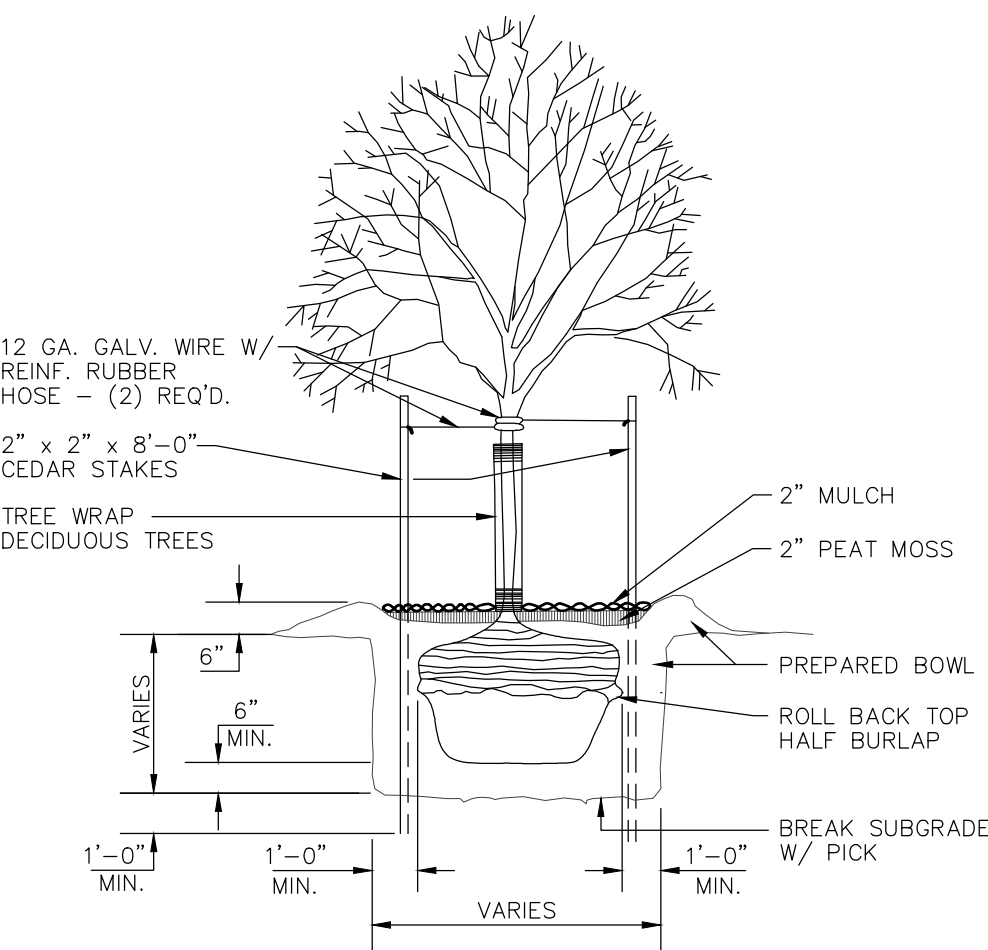
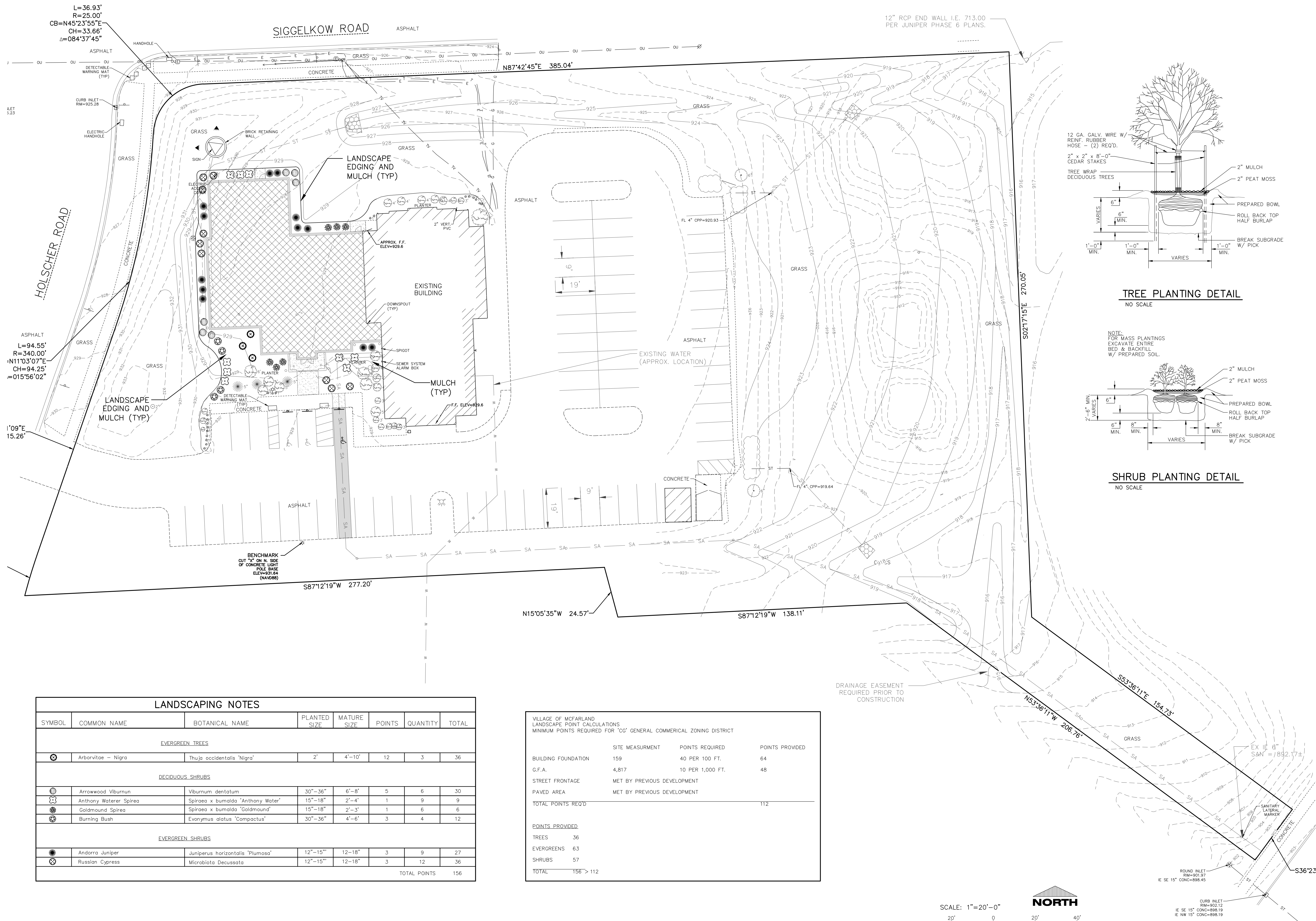
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REVISIONS

JOB NUMBER
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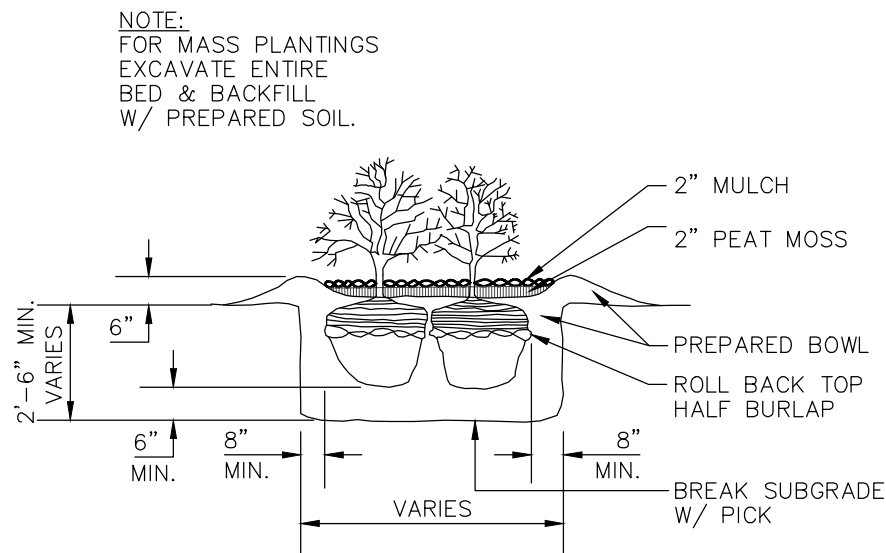
SHEET NUMBER

C1.4



TREE PLANTING DETAIL

NO SCALE

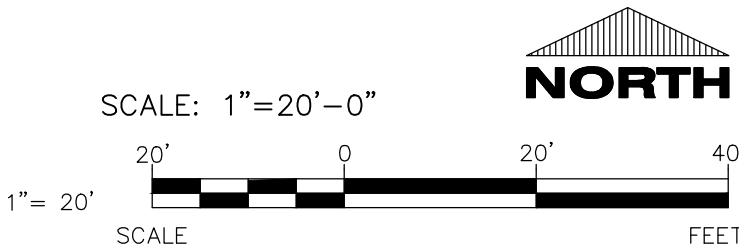


SHRUB PLANTING DETAIL

NO SCALE

LANDSCAPING NOTES							
SYMBOL	COMMON NAME	BOTANICAL NAME	PLANTED SIZE	MATURE SIZE	POINTS	QUANTITY	TOTAL
EVERGREEN TREES							
	Arborvitae - Nigra	Thuja occidentalis 'Nigra'	2'	4'-10'	12	3	36
DECIDUOUS SHRUBS							
	Arrowwood Viburnum	Viburnum dentatum	30"-36"	6'-8'	5	6	30
	Anthony Waterer Spirea	Spiraea x bumalda 'Anthony Water'	15"-18"	2'-4'	1	9	9
	Goldmound Spirea	Spiraea x bumalda 'Goldmound'	15"-18"	2'-3'	1	6	6
	Burning Bush	Euonymus alatus 'Compactus'	30"-36"	4'-6'	3	4	12
EVERGREEN SHRUBS							
	Andorra Juniper	Juniperus horizontalis 'Plumosa'	12"-15"	12'-18"	3	9	27
	Russian Cypress	Micropbiota Decussata	12"-15"	12'-18"	3	12	36
						TOTAL POINTS	156

VILLAGE OF MCFARLAND LANDSCAPE POINT CALCULATIONS MINIMUM POINTS REQUIRED FOR 'CG' GENERAL COMMERCIAL ZONING DISTRICT			
	SITE MEASUREMENT	POINTS REQUIRED	POINTS PROVIDED
BUILDING FOUNDATION	159	40 PER 100 FT.	64
G.F.A.	4,817	10 PER 1,000 FT.	48
STREET FRONTAGE	MET BY PREVIOUS DEVELOPMENT		
PAVED AREA	MET BY PREVIOUS DEVELOPMENT		
TOTAL POINTS REQ'D			112
POINTS PROVIDED			
TREES	36		
EVERGREENS	63		
SHRUBS	57		
TOTAL	156	> 112	



LANDSCAPE PLAN



ARCHITECTS • ENGINEERS • SURVEYORS

Always a Better Plan

100 Camelot Drive
Fond Du Lac, WI 54935
Phone: (920) 926-9800
www.EXCELENGINEER.com

PROJECT INFORMATION

CHURCH ADDITION

RISEN SAVIOR LUTHERAN CHURCH

HOLSCHER RD • MCFARLAND, WI 53558

PROFESSIONAL SEAL

SHEET DATES

ISSUE DATE FEB. 1, 2019

REVISIONS

JOB NUMBER

1713880

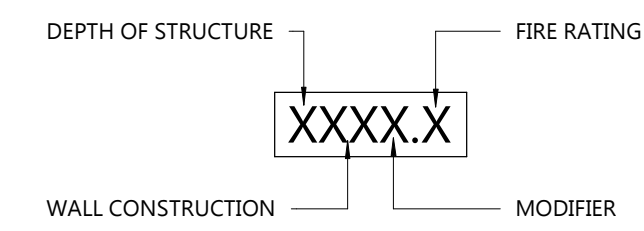
SHEET NUMBER

C1.5

GENERAL NOTES

- ALLOW FOR DEFLECTION AT TOP OF WALL IN NON-LOAD BEARING APPLICATIONS.
- ERECT ALL PARTITIONS FULL HEIGHT TO STRUCTURE ABOVE UNLESS OTHERWISE NOTED.
- HOLD GWB OFF FLOOR 5/8" TO PREVENT WICKING. PROVIDE CONTINUOUS NON-HARDENING ACOUSTICAL CAULKING BEADS ON EACH SIDE OF THE BOTTOM STUD RUNNER AT THE THREE-WAY INTERSECTION BETWEEN THE RUNNER, FLOOR AND DRYWALL.
- MULTIPLE LAYER OF GYPSUM BOARD ARE TO BE APPLIED WITH STAGGERED JOINTS.
- COORDINATE WALL CLADDING TYPE AND LOCATION WITH FINISH PLANS AND INTERIOR ELEVATIONS. VERIFY CLADDING THICKNESS APPROPRIATE DETAIL.
- PROVIDE BLOCKING AS REQUIRED AT ALL MILLWORK, WALL MOUNTED TELEVISIONS, BATHROOM GRAB BARS, ETC. TYPICAL OF ALL PARTITION TYPES.

INTERIOR PARTITION TAG KEY



DEPTH OF WALL STRUCTURE

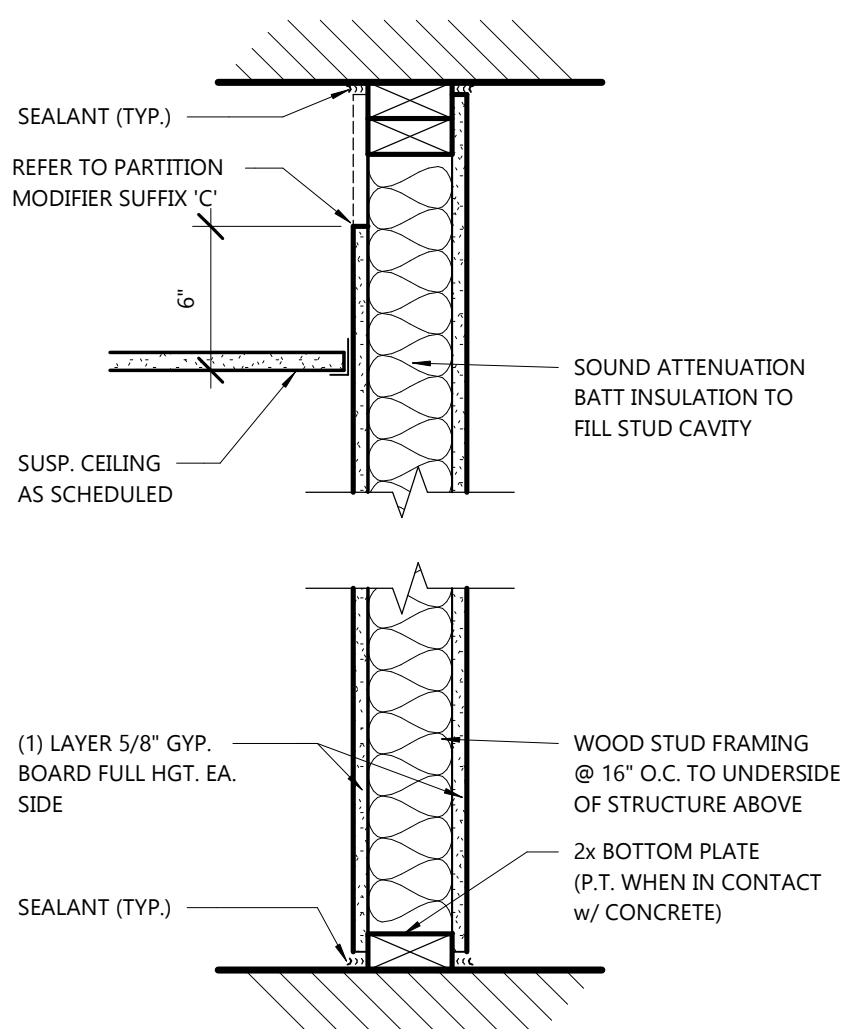
TAG VALUE	BLOCK/CMU	METAL STUD	WOOD STUD
4			3 1/2"
6			5 1/2"

WALL CONSTRUCTION

TAG VALUE	DESCRIPTION
W2	WOOD STUD (1) LAYER GYPSUM BOARD EACH SIDE

TAG MODIFIERS

MODIFIER	DESCRIPTION
A	NO ACOUSTICAL INSULATION REQUIRED
B	WALL DOES NOT EXTEND TO STRUCTURE - BRACE TOP OF WALL
C	GYPSUM BOARD SHALL ONLY EXTENDS 6" ABOVE SCHED. CEILING (1) SIDE ONLY
P	PARTIAL HEIGHT WALL - SEE PLANS FOR WALL HEIGHT
R	ABUSE RESISTANCE GYPSUM BOARD REQ'D ON CORRIDOR SIDE OF WALL
S	SECURITY WALL - GYPSUM BOARD OVER 1/2" PLYWOOD (1) SIDE ONLY

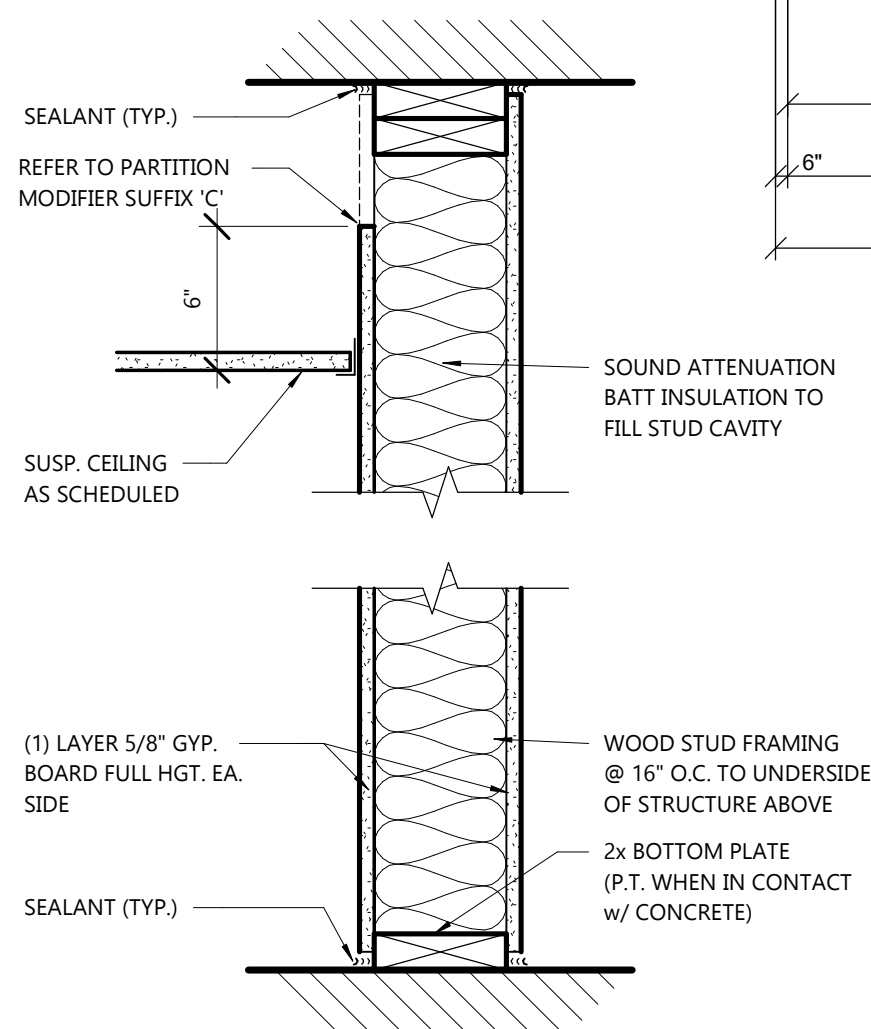


4W2 2x4 WOOD STUD (1) LAYER GYPSUM BOARD ON (1) SIDE

4W2A SIM. TO '4W2' BUT NO ACOUSTICAL INSULATION

4W2C SIM. TO '4W2' BUT GYPSUM BOARD SHALL ONLY EXTEND 6" ABOVE SCHED. CEILING (1) SIDE ONLY

4W2R SIM. TO '4W2' GYPSUM BOARD SHALL BE ABUSE RESISTANT ON CORRIDOR SIDE OF WALL

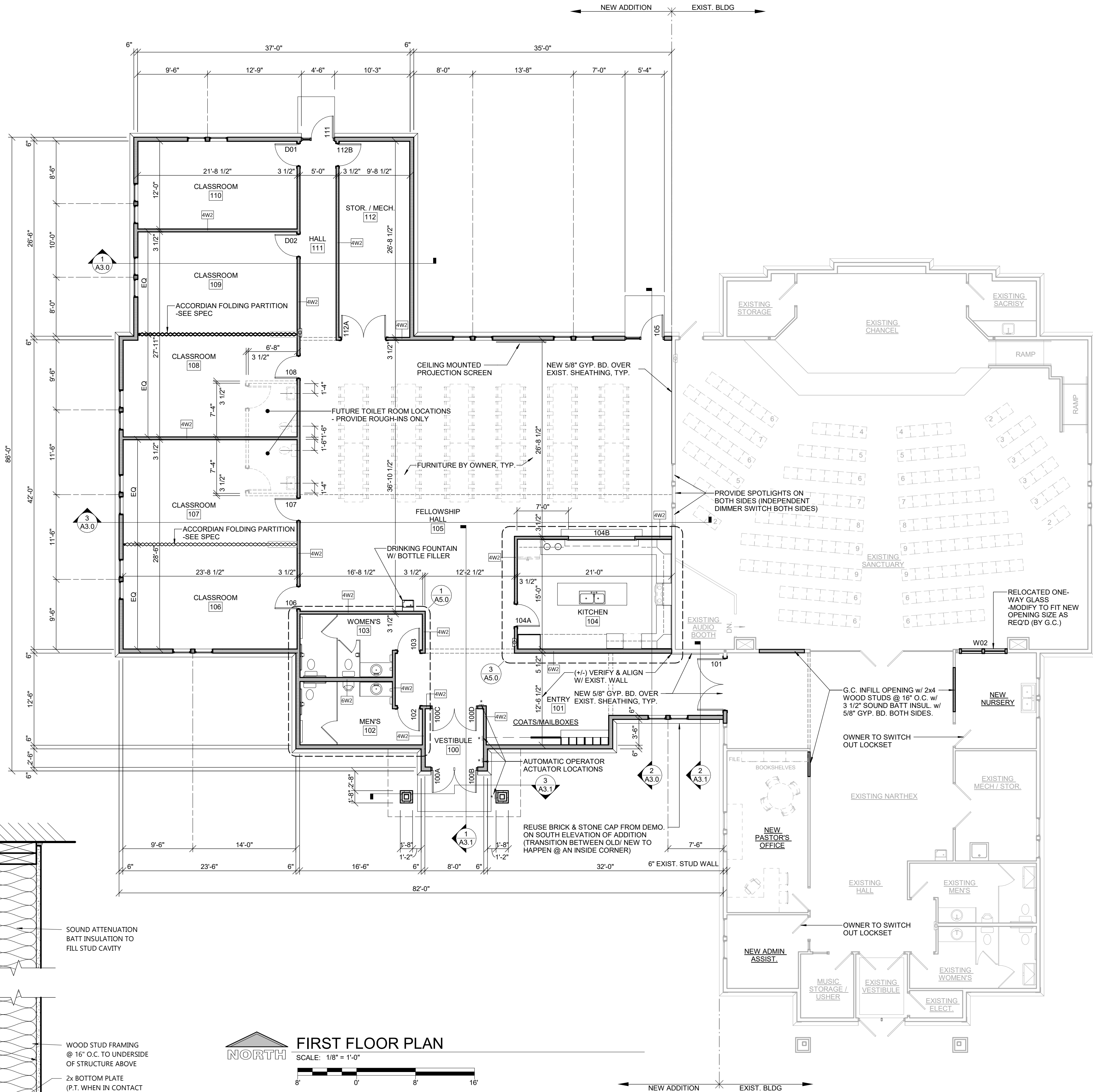


6W2 2x6 WOOD STUD (1) LAYER GYPSUM BOARD ON (1) SIDE

6W2A SIM. TO '6W2' BUT NO ACOUSTICAL INSULATION

6W2C SIM. TO '6W2' BUT GYPSUM BOARD SHALL ONLY EXTEND 6" ABOVE SCHED. CEILING (1) SIDE ONLY

6W2R SIM. TO '6W2' GYPSUM BOARD SHALL BE ABUSE RESISTANT ON CORRIDOR SIDE OF WALL



SIDING SPECIFICATIONS:

MANUFACTURER: LP SMARTSIDE SIDING OR EQUIVALENT
CONSTRUCTION: TREATED WOOD COMPOSITE SIDING MEETING THE PERFORMANCE STANDARDS SET IN ICC-ES-AC321
- CEDAR-TEXTURED LAP SIDING
- INSTALL PER ALL MANUFACTURER'S DETAILS AND SPECIFICATIONS FOR A 6" EXPOSURE
- FACTORY PRIMED WITH MILDEW RESISTANT PRIMER
- PRIME ALL FIELD CUT EDGES PER MANUFACTURER'S SPECIFICATIONS
- ALL SIDING SHALL BE INSTALLED USING THE BLIND NAILING METHOD OF INSTALLATION - PROVIDE ALL REQUIRED STARTER STRIPS AND ACCESSORIES REQUIRED FOR A COMPLETE INSTALLATION
- ALL JOINTS SHALL BE CAULKED PER MANUFACTURER'S SPECIFICATIONS WITH COLOR TO MATCH SIDING FINISH
- PREFINISH WITH (1) COAT HIGH-QUALITY ACRYLIC LATEX PAINT SPECIALLY FORMULATED FOR USE ON WOOD AND ENGINEERED WOOD SUBSTRATES APPLY (1) FIELD COAT FINISH AFTER INSTALLATION
- COLOR BY OWNER (PROVIDE SAMPLE FOR APPROVAL)
WARRANTY: MATERIAL - 5 YEAR FULL REPLACEMENT (LABOR AND MATERIAL) 50 YEAR SUBSTRATE FINISH - 25 YEAR FINISH, 15 YEAR LABOR
NOTE: SIDING PROVIDED BY OWNER AND INSTALLED BY CONTRACTOR

TRIM SPECIFICATIONS:

MANUFACTURER: LP SMARTSIDE OR EQUIVALENT
CONSTRUCTION: TREATED EXTERIOR COMPOSITE TRIM
- 5/4" NOMINAL THICKNESS W/ TEXTURED FACE
- INSTALL PER ALL MANUFACTURER'S DETAILS AND SPECIFICATIONS
- FACTORY PRIMED WITH MILDEW RESISTANT PRIMER ALL (4) SIDES
- PRIME ALL FIELD CUT EDGES PER MANUFACTURER'S SPECIFICATIONS
- ALL JOINTS SHALL BE CAULKED PER MANUFACTURER'S SPECIFICATIONS WITH COLOR TO MATCH TRIM FINISH
- PREFINISH WITH (1) COAT HIGH-QUALITY ACRYLIC LATEX PAINT SPECIALLY FORMULATED FOR USE ON WOOD AND ENGINEERED WOOD SUBSTRATES
APPLY (1) FIELD COAT FINISH AFTER INSTALLATION
- COLOR BY OWNER (PROVIDE SAMPLE FOR APPROVAL)
WARRANTY: MATERIAL - 5 YEAR FULL REPLACEMENT (LABOR AND MATERIAL) 50 YEAR SUBSTRATE FINISH - 25 YEAR FINISH, 15 YEAR LABOR
NOTE: TRIM PROVIDED BY OWNER AND INSTALLED BY CONTRACTOR

CAST STONE:

PRODUCT: CAST STONE SILL, BANDINGS & CAPS BY CUSTOM CAST STONE OR EQUAL.

FASCIA, SOFFIT, GUTTERS AND DOWNSPOUTS SPECIFICATIONS:

PRODUCTS: PROVIDE ROLLEX SYSTEM 3 ALUMINUM SOFFIT AND FASCIA OR APPROVED EQUAL - COLOR TO BE SELECTED BY OWNER. INSTALL PER MANUFACTURERS WRITTEN INSTRUCTIONS AND PROVIDE ALL NECESSARY TRIMS, CLIPS & FASTENERS IN A MATCHING COLOR AS REQUIRED FOR A COMPLETE INSTALLATION.
FASCIA TYPE: ROLLED LIP WITH SMOOTH FINISH - SEE ELEVATIONS & SECTIONS FOR FASCIA DEPTH.
PROVIDE ROLLEX ALUMINUM RAINWARE GUTTERS AND DOWNSPOUTS OR APPROVED EQUAL - COLOR TO BE SELECTED BY OWNER. INSTALL PER MANUFACTURERS WRITTEN INSTRUCTIONS AND PROVIDE ALL NECESSARY TRIMS, CLIPS & FASTENERS IN A MATCHING COLOR AS REQUIRED FOR A COMPLETE INSTALLATION.
GUTTER TYPE: 5" GUTTER WITH INSIDE AND OUTSIDE ACCESSORIES AS REQUIRED.
DOWNSPOUT TYPE: 3" x 4" DOWNSPOUTS
GUTTER GUARD: ALCOA LEAF RELIEF GUTTER PROTECTION (VERIFY WITH OWNER IF REQUIRED)
WARRANTY: PROVIDE 50 YEAR TRANSFERABLE WARRANTY COMMENCING WITH THE DATE OF FINAL INSPECTION & ACCEPTANCE.
NOTE: SOFFIT, TRIM, GUTTERS, AND DOWNSPOUT PROVIDED BY OWNER AND INSTALLED BY CONTRACTOR

ROOFING SPECIFICATIONS:

PRODUCT: CERTAINTED CORPORATION OR EQ. ARCHITECTURAL SHINGLE
MATERIALS: CLASS A, FIBERGLASS ASPHALT SHINGLE
COLOR TO BE SELECTED BY OWNER
WARRANTY: 30 YEAR W/ 5 YEAR 'SMART CHOICE PROTECTION' AND 80 MPH WIND
INSTALL OVER (1) LAYER 15# FELT OVER 5/8" OSB ROOF SHEATHING
W/ H-CLIPS - SEE GENERAL ROOFING NOTES
NOTE: ROOFING PROVIDED BY OWNER AND INSTALLED BY CONTRACTOR

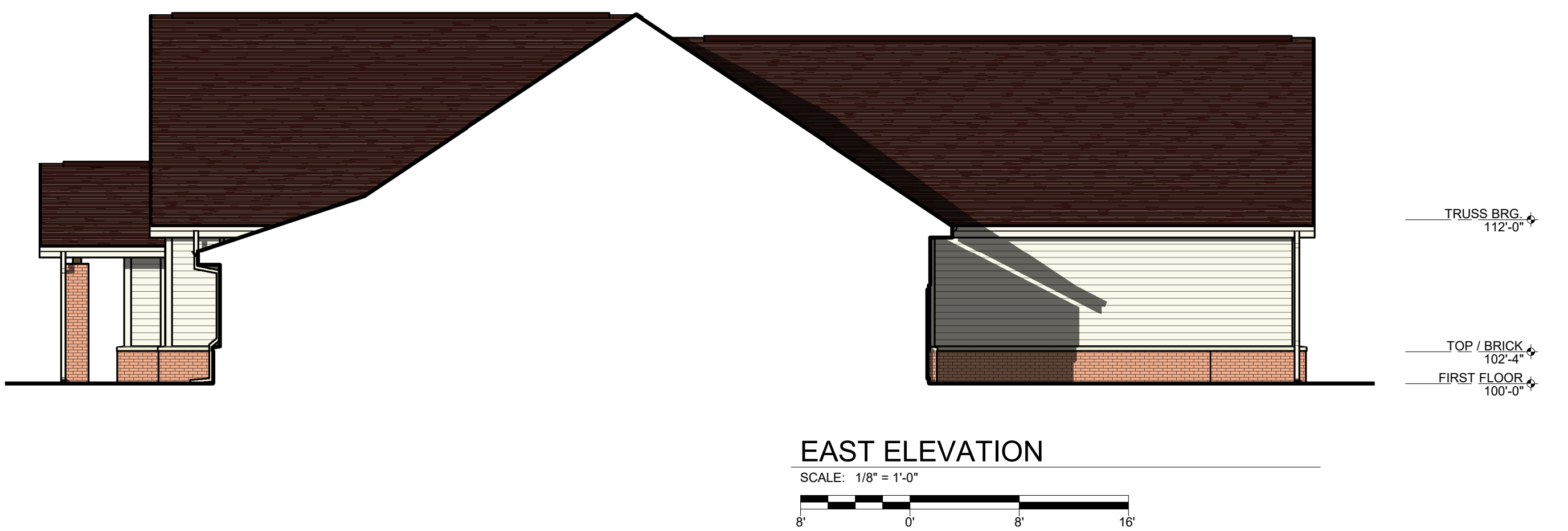
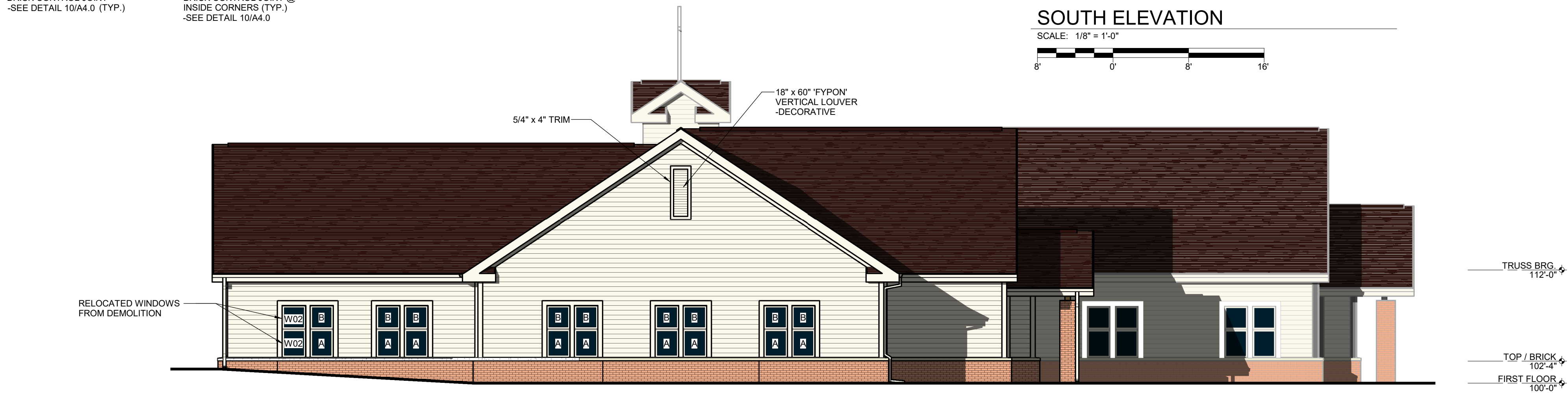
GENERAL ROOF NOTES:

- ROOFING CONTRACTOR TO FOLLOW STANDARD MANUFACTURER'S DETAILS AND SPECIFICATIONS FOR ALL MATERIAL INSTALLATION
- ROOFING CONTRACTOR TO PROVIDE AND INSTALL FLASHING FOR ALL ROOF PENETRATIONS PER ROOF MANUFACTURER'S REQUIREMENTS AND SPECIFICATIONS
- SEE DESIGN BUILD MECHANICAL DRAWINGS FOR LOCATION AND SIZE OF ALL ROOF PENETRATIONS
- ROOF PENETRATIONS TO BE PAINTED TO MATCH ROOF COLOR
- RIDGE VENT TO BE SHINGLE OVER TYPE - AIR VENT, INC. 'SHINGLE VENT II' (18 SQ. IN. NET FREE AREA / LINEAL FOOT)
- PROVIDE STANDARD CLOSED CUT VALLEY APPLICATION W/ GALV. SHEET METAL FLASHING
- PROVIDE ICE AND WATER SHIELD AT ALL EAVES, VALLEYS, AND AS RECOMMENDED BY MANUF. - ICE AND WATER SHIELD SHALL EXTEND A MIN. 24" INSIDE THE INTERIOR FACE OF THE EXTERIOR WALL

WINDOW SCHEDULE		
SYMBOL	MODEL NUMBER	DESCRIPTION
A	PFC3036	OPERABLE
B	PFC3030	OPERABLE

WINDOW SPECIFICATIONS:

MANUFACTURER: JELD-WEN (OR EQUAL)
PRODUCT: CASEMENT - PREMIUM VINYL WINDOW W/ INTEGRAL NAILING FIN
CONSTRUCTION: - GLAZING: TINTED, LOW E INSULATING (PROVIDE TEMPERED GLASS AT AREAS REQUIRED BY CODE)
- WHERE TWO WINDOWS ARE SHOWN NEXT TO/ON TOP OF EACH OTHER, UNITS SHALL BE MULLED TOGETHER
COLOR: COLOR TO BE CHOSEN FROM MANUFACTURERS STANDARD COLORS
MANUF. WARRANTY: STANDARD PRODUCT AND INSTALLATION WARRANTY
NOTE: WINDOWS PROVIDED BY OWNER AND INSTALLED BY CONTRACTOR



Risen Savior Lutheran Church Addition Stormwater Management Narrative

5001 Holscher Avenue

Excel Job No. 1713880

February 1, 2019



Overview

The proposed project is located at the southeast corner of Siggelkow Road and Holscher Road in McFarland, WI. The site is bounded by Siggelkow Road right-of-way to the North, Holscher Road right-of way to the west, a village water utility lot to the south and residential subdivision to the east. The existing site currently contains a church, parking lot and stormwater pond and infiltration basin. The existing site currently has sheet draining and swales from west to east into the onsite stormwater pond and infiltration basin before discharging to the northwest and eventually entering the right-of-way of Siggelkow Road. The proposed project includes a 4,817 SF building addition to the west side of the current church as well as filling in the stormwater pond and basin including regrading east of the existing parking lot. The total site disturbance for the project is 1.26 acre. The proposed project will continue to drain from west to east then north half will be conveyed out the northeast corner of site into a new storm end wall provided by Juniper Ridge development. The south half will drain out the southeast corner of the lot into the Village of McFarland's lot and swale, which enters the storm sewer of Lodgecliffe Lane and Juniper Ridge regional ponds.

Post Construction Stormwater Management

The proposed site will match existing drainage patterns except for discharge point will be split to convey the north half to northeast into offsite approved storm sewer. The south half of the site will discharge the southeast corner. The proposed property will collect stormwater onsite via swales and an inlet throughout the site. The proposed storm sewer will connect to Village of McFarland stormwater conveyance and regional stormwater management system both northeast and southeast of the property. A fully developed Risen Savior site has been accounted for in the development of the regional stormwater management system. The Village of McFarland has provided a letter of concurrence and approval in regard to the development of this site.



December 10, 2018

Wisconsin Department of Natural Resources
101 South Webster Street
P.O. Box 7921
Madison, WI 53707-7921

Subject: Stormwater Management Reviewers; Risen Savior Lutheran Church Development

Ladies and Gentlemen:

Please consider this letter as documentation regarding Village approvals for the existing stormwater management areas on the current Risen Savior Lutheran Church site located at 5001 Holscher Road and for currently anticipated expansion.

The current Risen Savior site was developed in 2010 and included on-site BMPs for peak runoff rate control, TSS removal, and infiltration. In 2015, an adjacent residential development called Juniper Ridge constructed a regional series of BMPs that accounted for the current site and anticipated full expansion of the site. That regional stormwater management was approved by the Village and DNR under FIN #53377.

The Village hereby approves the elimination of the on-site stormwater management areas in favor of the in-place regional stormwater management.

Thank you for your consideration.

Very truly yours,
VILLAGE OF MCFARLAND

James Hessling
Assistant Public Works Director
Village of McFarland

Village of McFarland
Erosion Control Plan – Simplified Checklist

Permit No. _____
Parcel No. 071035485511

The short form, pages 1 & 4, may be utilized for the following:

All sites administered by the Village of McFarland under the Wisconsin Uniform Building Code (UDC).

All sites administered under the Village of McFarland Erosion Control Ordinance whenever the following conditions exist:

1. The site is not more than 20,000 square feet in area.
2. The site is not adjacent to and does not drain directly into any sensitive areas nearby; such as streams, lakes, or wetlands.
3. The slope throughout the site is less than 10 percent (10 feet vertical and 10 feet horizontal).

If the construction involves a land disturbance of more than 20,000 square feet or has a slope of more than 10 percent, then an engineering plan must be filed and pages 1 through 4 must be completed.

Instructions

1. Complete this plan by filling in requested information on the inside of this form and completing the site diagram page. (Refer to page 2 for assistance in completing the site diagram.)
2. Submit this plan at the time of permit application.
3. In completing this form, give consideration to minimizing the disturbed area, prompt seeding, and proper planning of water runoff patterns throughout all stages of development.

Project Location (Address)	5001 Holscher Road
Builder (include telephone no.)	Forward Management - Dan Schmidt 608-285-8680
Owner (include telephone no.)	Risen Savior Lutheran Church - Chris Fredrick-Congregation President 920-296-1544
Plan/Worksheet Completed by (Signature)	Excel Engineering Inc - Jason Daye 920-926-9800
Date	01/07/2019

Erosion Control Fees

	2018	Notes
To 20,000 sq. ft.	\$350	
20,000 sq. ft. to 2 acres	\$500	\$500
2 – 5 acres	\$750	
5+ acres	\$1000 deposit and actual cost	

Date Paid		Receipt No.	
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Erosion Control Plan – Simplified Checklist

Complete the site diagram with the following information:

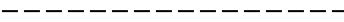
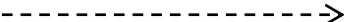
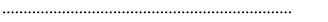
Site Characteristics

- North arrow and site boundary. Indicate and name adjacent streets or roadways.
- Location of existing drainage ways within and nearby the site and direction of flow.
- Location of existing and planned storm sewer inlets and culvert crossings nearby the site indicating size and direction of flow.
- Location of existing and proposed buildings, paved areas and elevations relative to final site grades.
- Location and approximate dimensions of the disturbed area on the site.
- Approximate gradient and direction of:
 1. existing and planned slopes; and
 2. planned drainageways on site.
- Location and approximate watershed area of overland runoff (sheet flow) and drainageways runoff (concentrated) flow coming onto the site and adjacent areas.
- Representative soil type of the disturbed area on the site (i.e., sandy, silt loam, clay loam, clay). _____

Site Diagram

See plans

Erosion Control Plan Legend

	Property line		Limits of grading
	Existing drainage		Finished drainage
	TD Temporary diversion		Silt fence
	Sod/Seed	Please indicate north by including an arrow.	

Note: Straw hay bales are not an acceptable erosion control measure.

Erosion Control Practices

Location of temporary soil storage piles

- Note: ✓ Soil storage piles will be contained by a downslope sediment fence or be covered with a tarp. It is recommended that they be located more than 25 feet from any downslope road or drainageway.
- ✓ It is recommended that they be temporarily seeded.

Location of temporary gravel access drives (s).

- Note: ✓ Gravel drive will have 2 to 3 inch aggregate stone laid at least 7 feet wide and 6 inches thick.
- ✓ Drives will extend from the roadway 50 feet or to the building (whichever is less).

Location of sediment controls (filter fabric fence, straw bale fence, or other planned practices) that will minimize amount of eroded soil leaving the site.

- Note: ✓ Sediment controls may not be necessary if permanent seeding and mulching is completed within 30 days of the start of grading except around soil storage piles, around inlets and within drainageways.

Location of sediment barriers around storm sewer inlets.

Location of diversions.

- Note: ✓ It is recommended that areas of concentrated flow be properly diverted around disturbed areas. Overlay runoff (sheet flow) from adjacent areas greater than 10,000 square feet is also recommended to be diverted around disturbed areas in a manner that will not adversely impact adjacent landowners.
- ✓ Diversions will be stabilized with seeding and mulching **within 24 hours** of completion of diversion.

Location of practices that will control erosion in areas of concentrated flow.

- Note: ✓ Drainageways will be stabilized with seeding, mulching, and other appropriate measures within 24 hours of completion of construction of drainageways unless erosion is controlled through use of such practices as properly supported filter fabric barriers or straw bale barriers.

Management of Erosion Control

Temporary stabilization of disturbed areas.

- Note: ✓ It is recommended that rough graded disturbed areas (planned to be left inactive for more than 60 days during the summer or for more than 6 months of the rest of the year) have temporary soil stockpiled (planned to be left inactive for more than 7 days) and stabilized by temporary seeding (April 15 and October 15) or by other cover, such as tarping or mulching.
- ✓ Temporary seeding of oats or sudan grass are normally sown between May 15 and July 15, and rye grass or winter wheat are normally sown between July 15 and September 15.

Permanent stabilization of site by re-vegetation or other means.

- Note: ✓ Permanent seeding will be completed by September 15 or sodding placed by November 15.
- ✓ Straw or grassy hay mulching is recommended on all disturbed areas that are planned to be seeded.

Permanent Seeding Type	Rate of Application
Permanent Lawn Areas (See Sheet C1.0, 32 30 30)	See Sheet C1.0, 32 30 30 B.
Stormwater Conveyance Swales (See Sheet C1.0, 32 30 30)	See Sheet C1.0, 32 30 30 B.

Maintenance of erosion control practices.

- Note: ✓ All erosion control practices will be inspected daily and maintained in working condition.
✓ Accumulated sediment will be removed from behind sediment fences and barriers before it reaches a depth that is equal to half the barrier height.
✓ All sediment that moves off-site due to construction activities will be cleaned up by the end of the workday.
✓ All sediment that moves off-site due to storm events will be cleaned up as soon as possible but at least by the end of the next day.
✓ Temporary gravel access drives will be maintained throughout construction in working condition.
✓ All erosion control practices will be maintained until the disturbed areas they protect are permanently stabilized and established. Upon permanent stabilization establishment, the temporary erosion control practices will be removed.

Schedule of erosion control practice installation and site grading.

- Note: ✓ Necessary erosion control practices will be installed prior to beginning grading.

Activity	Completion Date	Inspection Date
Install Erosion Control Practices		
Start Grading		
Apply Temporary Stabilization		
Apply Permanent Stabilization		

Permanent Seeding Responsibility of:

Name: Forward Management - Dan Schmidt

Telephone No.: 608-285-8680

Installation and Maintenance of Erosion Control Practices Responsibility of:

Name: Forward Management - Dan Schmidt

Telephone No.: 608-285-8680

- For more assistance on plan preparation, refer to Chapter 15-5-1 of Village of McFarland Municipal Code, the Wisconsin DNR, Wisconsin Construction Site Best Management Handbook, and the UW-Extension publication, "Erosion Control for Home Builders."
- The Wisconsin Construction Site Best Management Handbook is available through State of Wisconsin Document Sales at (608) 266-3358.
- Erosion Control for Home Builders (GWQ001) can be ordered through Cooperative Extension Publications (608) 262-3346.



Building Addition

Remove
(connecting into
Juniper Ridge
stormwater
system)

Keep

New Sanitary
Lateral



McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110
(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

January 18, 2019

Marty Pilger
Village of McFarland- Building Inspector
5915 Milwaukee St.
McFarland, WI 53558

RE: Plan Review for proposed Risen Savior Lutheran Church Expansion at 5001 Holscher Road.

Dear Marty,

I have reviewed the submitted plans from the Risen Savior Lutheran Church Expansion at 5001 Holscher Street.

The fire department does not have issues with the plan as presented.

If you have any questions regarding the above, please contact me via phone at 608-838-3278 or via email at mitchell.sutter@mcfarland.wi.us. Your continued cooperation is greatly appreciated.

Sincerely,

Mitchell Sutter
Fire Inspector/Public Education Specialist

Cc: Chris Dennis, Fire & Rescue Chief (McFarland Fire & Rescue Department)
Pauline Boness (Community Development Department)



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, February 18, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer, Pauline Boness, Director, Chris Dennis, Chief, Craig Sherven, Chief

AGENDA ITEM: Discussion and recommendation to the Public Safety Committee regarding a request from the McFarland House Cafe to expand its licensed alcohol premise to include a 1,300 square foot outdoor drinking area for the licensing period of July 1, 2019 through June 30, 2020.

PREVIOUS ACTION:

ISSUE SUMMARY:

Section 11-64(n) of the Village Code of Ordinances outlines the procedure and conditions for a liquor licensee to hold an outdoor consumption area within the Village. The process outlined in the ordinances provides a detailed set of conditions that must be met, along with the ability for the Village to impose any additional conditions deemed necessary as part of the review. Plan Commission shall review the submittal first and make a recommendation to the Public Safety Committee regarding the outdoor consumption area. The Public Safety Committee shall then make a recommendation to the Village Board. Attached is the Village ordinance regarding outdoor consumption and staff's review of compliance with the ordinance. Additionally comments are also attached from the Police Department, Fire & Rescue Department, and Community Development Department.

FINANCIAL/BUDGET IMPACT:

No additional Revenues

VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

Outdoor consumption of alcohol is contained within Village Ordinance 11-64(n).

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

If the Village were to find the application for an expansion of premise agreeable, because the improvements do not exist, we need to provide conditional approval for expansion of the liquor license that is contingent upon specific requirements.



Staff recommends any consideration for approval at least include the following, with any additional items and recommended by the review process:

Approval of the current licensed area for the period of July 1, 2019 through June 30, 2020, with the condition Clerk/Treasurer being authorized and directed to amend the license to revise the description of the licensed premise to include the new areas of the 2nd and 3rd floor of the McFarland House Café the 1st floor and basement of the greenhouse, and the 1,300 square foot deck area as conceptually provided on the attached site plan dated November 20, 2018 upon satisfaction of the following requirements:

1. Approval of a detailed site plan
2. Inspection and approval from the McFarland Fire Department prior to the issuance of an occupancy permit
3. Issuance of an occupancy permit from the building Inspector

*Liquor licensing runs from July 1st each year to June 30th. This current application would be for the period between July 1, 2019 through June 30, 2020. After which, as with any other licensee, and new renewal application would be necessary for the next license period

ATTACHMENTS:

1. McFarland House Cafe Expansion of Premise
2. Mcf House Expansion - Comm Dev Feedback
3. Mcf House Expansion - PD Feedback
4. Mcf House Expansion - Fire & Rescue Feedback
5. Mcf House Plans
6. MHC Background
7. Ford - Feedback

MEMORANDUM

To: Plan Commission

From: Cassandra Suettinger, Village Clerk/Treasurer

Date: February 6, 2019

RE: McFarland House Café Expansion of Licensed premise including outdoor Consumption

Background – Section 11-64(n) of the Village Code of Ordinances outlines the procedure and conditions for a liquor licensee to hold an outdoor consumption area within the Village. The process outlined in the ordinances provides a detailed set of conditions that must be met, along with the ability for the Village to impose any additional conditions deemed necessary as part of the review. Plan Commission shall review the submittal first and make a recommendation to the Public Safety Committee regarding the outdoor consumption area. The Public Safety Committee shall then make a recommendation to the Village Board. Attached is the Village ordinance regarding outdoor consumption and staff's review of compliance with the ordinance. Additionally comments are also attached from the Police Department, Fire & Rescue Department, and Community Development Department.

Compliance with Ordinance

(n)*Outdoor consumption.* Licensed premises under a "Class B," Class "B" or "Class C" license may include areas outside a fully enclosed building in accordance with the following:

(1) Any application for a new license, a renewal of an existing license or an application to expand the premises' description of an existing license which seeks to include an outdoor area within the licensed premises' description shall require notice to each person owning property within 500 feet of the proposed premises. The applicant shall prepay the cost of sending such notice before the notices are sent. The notice shall include a copy of the application and the date, time and location of any public hearings or other public meetings at which the application is scheduled to be considered.

Compliant – mailing sent on January 25, 2019 to all property owners within 500 feet of proposed license expansion.

(2) The Village Board, in addition to any general conditions or conditions set forth under subsection (n)(3), may impose conditions or stricter conditions upon the license specific to any outdoor areas within the premises' description to prevent undue adverse impact on neighboring property, the character of the surrounding neighborhood, traffic conditions, parking or any other matter affecting the public health, safety, welfare or convenience, including, but not limited to:

- a. Limiting the size and location of any outdoor premises;*
- b. Restricting the hours during which alcohol consumption may be permitted within the outdoor area;*
- c. Requiring additional parking to address increased capacity;*

d. Regulating lighting.

Community Development Director Boness has recommended review of any outdoor lighting plans.

(3) In addition to any conditions imposed at the Village Board's discretion, the following shall be minimum conditions of all licenses with respect to outdoor areas:

a. Outdoor areas are prohibited within 50 feet of the lot line of a parcel used for residential purposes whether as a primary use or in conjunction with commercial uses. This prohibition shall not apply to prohibit an outdoor area where an accessory apartment exists on the same parcel as the licensed premises.

Compliant.

b. The hours during which alcohol consumption may be permitted within the outdoor area is restricted to 11:00 a.m. to 9:00 p.m.

Compliant.

c. 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. 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 premises is an outdoor sports area, the enclosure may instead be made by temporary netting not less than ten 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.

Compliant.

d. The outdoor area may not be covered by a roof.

Compliant.

e. Amplified music, speakers, microphones, televisions or other audio or video devices are prohibited.

The Police Department has expressed concerns with compliance of this provision with the proposed use. See attached from Chief Sherven.

f. At no time shall unreasonable noise emanate from any outdoor area that tends to disturb the peace and quiet enjoyment of property in the vicinity contrary to [Section 20-58](#).

The Police Department has expressed concerns with compliance with this provision given the scale of the proposed expansion. See attached from Chief Sherven.

g. The outdoor area shall not have an undue adverse impact upon nearby property, the character of the neighborhood, traffic conditions, parking or other matter affecting the public health, safety, welfare, or convenience.

The Police Department has expressed concerns with compliance with this provision given the scale of the proposed expansion. See attached from Chief Sherven.

Additionally, Community Development Boness has reported according to Building Inspector Marty Pilgers calculations, 183 parking spaces are needed to accommodate all the improvements proposed at the café site. While the zoning code states the parking requirements are advisory in the CC zoning District, in order to satisfy item g, the owner should provide information as to how the parking needs of this project will be satisfied as this number of spaces is beyond the number of parking spaces in the downtown area.

h. 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.

The applicant owns the property which includes two disconnected above ground structures which both have basements that are connected. Prior to this application, the business has operated primarily out of the first floor of the main structure closest to Main Street (i.e. – McFarland House). If this application is approved, the property owner desires to make certain improvements to both structures to expand the business operations which in turn increases the area in which the public can access and use the space. The total area that is conceivable between both buildings for the public to access based on this plan was determined jointly between the applicant, Building Inspector, and Fire/Rescue Chief. From Village Staff's perspective, we feel his application is compliant with the 30% threshold only if he is able to make and maintain these improvements. If he is not able to or does not want to make these improvements, then the outdoor area will only be as large as the 30% allows based on what the public is able to use as part of the business.

i. The outdoor area shall have no entrance or exit, except for fire exits, other than to or from the interior of the main building of the licensed premises.

Compliant

j. A conspicuous notice shall be posted at each fire exit stating: "No Beer, Liquor or Wine May Be Carried in an Open Container Off the Premises."

Compliance would be ensured with final inspection.

k. No bar shall be permitted in outdoor areas, however, wait staff may serve in the outdoor area.

Compliant.

l. Except for outdoor sports activities permitted under [Section 11-69](#), 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.

Compliant.

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 outdoor area must be located on an paved surface or hard all-weather decking material.

Compliant.

n. The outdoor area shall be accessible to the disabled, and the license holder shall at all times comply with all applicable federal, state and village laws, ordinances and regulation concerning accessibility.

Compliant as proposed, and would be inspected as part of final review by Building Inspector and Fire Department.

o. The outdoor area cannot be within 300 feet of any property used for a school or church as measured from the edge of the outdoor area to the property line of the school or church.

Compliant.

p. Outdoor areas may not be placed on any rooftop.

Compliant.

q. Containers for refuse disposal and regular cleanup shall be placed inside of the outdoor area.

Compliant.

r. Improper control of the outdoor area could result in loss of the premises alcohol beverage license.

To be assessed on an ongoing basis by the Village.

s. Construction of an outdoor area shall not reduce the minimum number of parking stalls required of the establishment.

Compliant.

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.

Not applicable.

(4) If the outdoor area is greater than 1,000 feet from any property line of a property in residential use, the conditions established in subsections (3)b., e., h., and m. may be modified by the Village Board.

Application not eligible, proposed expansion is NOT 1,000 from a residential use.

(5) The application shall be accompanied by detailed plans or drawings demonstrating the size and location of the outdoor area, location of required fencing and any other information necessary to determine compliance with this subsection. Plans and drawings shall be reviewed for a recommendation by the Plan Commission, followed by a review and recommendation on the application from the Public Safety Committee.

Compliant – detailed plans are attached and submitted.

Recommended Conditions– If the Village were to find the application for an expansion of premise agreeable, because the improvements do not exist, we would need to provide conditional approval for expansion of the liquor license that is contingent upon specific requirements.

Staff recommends any consideration for approval at least include the following, with any additional items and recommended by the review process:

Approval of the current licensed area for the period of July 1, 2019 through June 30, 2020, with the condition Clerk/Treasurer being authorized and directed to amend the license to revise the description of the licensed premise to include the new areas of the 2nd and 3rd floor of the McFarland House Café the 1st floor and basement of the greenhouse, and the 1,300 square foot deck area as conceptually provided on the attached site plan dated November 20, 2018 upon satisfaction of the following requirements:

- a. Approval of a detailed site plan
- b. Inspection and approval from the McFarland Fire Department prior to the issuance of an occupancy permit
- c. Issuance of an occupancy permit from the building Inspector

*Liquor licensing runs from July 1st each year to June 30st. This current application would be for the period between July 1, 2019 through June 30, 2020. After which, as with any other licensee, and new renewal application would be necessary for the next license period.

Community Development Feedback

In general, I have no objection to the proposal to expand the premises and provide outdoor consumption at the McFarland House Café. My opinion is predicated on the submission of and approval of acceptable code complying plans for the remodeling of the third floor space, the greenhouse space and construction of the deck. In regards to the parking situation Sec. 62-172(j)(1) requires space equal to 30% of the capacity in persons. Per the ordinance where seats are not fixed each seven square feet equals a seat. The plan shows 4274 as the total useable square footage. $4274/7 = 611$ seats $\times 30\% = 183$ parking spaces. Per the ordinance the parking regulations are only advisory in the C-C Zoning District.

Marty Pilger, Building Inspector

The only question I have is the adequacy of parking given whatever is the capacity and any outdoor lighting that might be planned. The plans also show cooking outdoors is this planned?

Pauline Boness
Comm. Dev. Dir.
Village of McFarland
608-838-3154

Cassandra – here are my comments.

The focus mainly on the below two sections of 11-64 as it pertains to this particular venue.

(2) The Village Board, in addition to any general conditions or conditions set forth under subsection (n)(3), may impose conditions or stricter conditions upon the license specific to any outdoor areas within the premises' description to prevent undue adverse impact on neighboring property, the character of the surrounding neighborhood, traffic conditions, parking or any other matter affecting the public health, safety, welfare or convenience, including, but not limited to:

f. At no time shall unreasonable noise emanate from any outdoor area that tends to disturb the peace and quiet enjoyment of property in the vicinity contrary to [Section 20-58](#).

g. The outdoor area shall not have an undue adverse impact upon nearby property, the character of the neighborhood, traffic conditions, parking or other matter affecting the public health, safety, welfare, or convenience.

I question whether an outdoor drinking area, especially as large as what is proposed, could exist in this particular location while complying with the two above ordinance subsections. Ordinance does not allow for the use of amplification equipment, yet one of the intended purposes is for weddings and wedding receptions. I can't see how those activities could be conducted without amplification, but even the noise that arises from such events without amplification could pose a noise problem given the close proximity of residences and the library, and thereby be in violation of this subsection. Under those circumstances, I would anticipate an increased or high level of noise complaints from neighbors and other residents who enjoy the amenities of the area. This could become an enforcement problem very quickly. The last thing we need is a situation (like we've had in the past with other venues) where officers have to stand at the lot line and measure noise levels several times a month. And, even absent a reading above the allowable threshold, technically by ordinance if the activity "disturbs" someone else, they could be in violation. The term "disturbs" is not well defined, and comes down to each individual's perception and tolerance. This could lead to a toxic neighborhood environment.

Craig J. Sherven
Chief of Police
McFarland Police Department
608-838-2352



McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110
(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

January 25, 2019

To: Village of McFarland Plan Commission
From: Chief Chris Dennis

Re: McFarland House Café Premise Expansion

We have received and reviewed the McFarland House Café premise expansion request and associated plans. We have met with Mr. O'Hearn to review the property. The renovation of the property will require coordination with Mr. O'Hearn, the building inspector, and our department, and is a normal process for the renovation of public space. We identified the usage of the third floor will require an additional exit to comply with the building code. Mr. O'Hearn had identified the need for an additional exit and has proposed an exterior to grade exit. We support the installation of an exterior dedicated stair exit to grade. The dedicated exit eliminates the compounding effects of shared exits between levels.

The "Greenhouse" building's estimated square footage and associated occupancy are near the threshold for requiring a fire sprinkler system. We will continue to work with Mr. O'Hearn to ensure the building complies with the building code if any modifications are made to the plan, we will advise Mr. O'hearn of the implications from the modification.

The outdoor deck is currently being provided with two dedicated exits and appear to be of code complaint size for the space being served. We will review the sizing in detail as the project progresses to ensure the exit width provides the required discharge for the outdoor deck.

Based on the information and general plans provided by Mr. O'Hearn, at this time we don't have any items that we have found to prevent from allowing the premise expansion.

Sincerely,

Christopher C. Dennis, Chief
Fire & Rescue Department
Village of McFarland



McFarland House

5923 Exchange St
McFarland, WI 53558

OWNERS:

Shaun and Jessica
O'Hearn
5205 Linden Pkwy
McFarland, WI

PROPERTY:

Lots 4 and 5
located in Block 29
refer to PLAT
SURVEY attached
page 2

DATE:

Jan 5, 2019

DESIGNER:

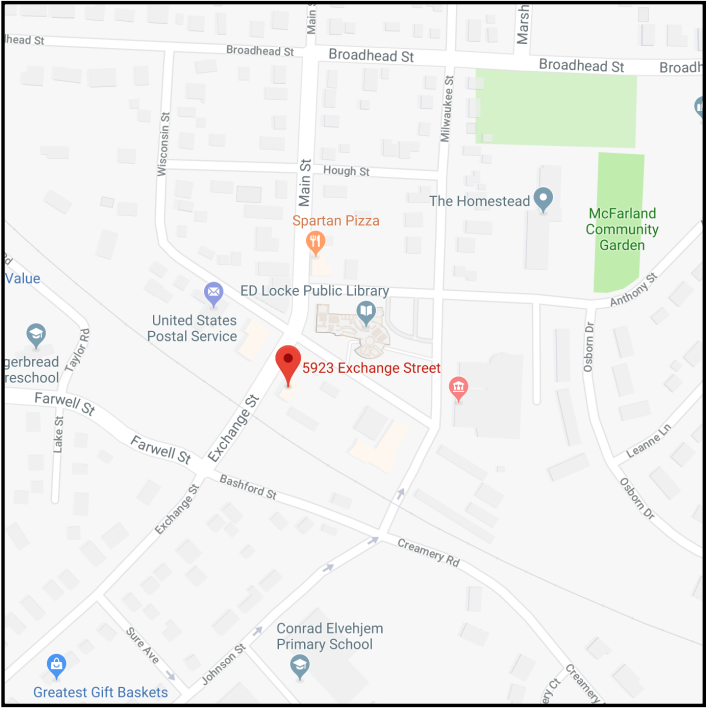
Eric Heid
Eric H Heid

PROJECT:

Outdoor Deck (not to exceed 1,282 sf*) connected to rear building for customers. Remodel of interior of rear building for private events and cafe use. Modify main house 2nd and 3rd floor for public flex use or short term rentable space.

***30% of Overall Square Footage of Public Interior space used to calculate the proposed deck area**

MAIN HOUSE	SQ. FT
1st Floor (Cafe)	1,172
2nd Floor	762
3rd Floor (ATTIC)	1,265
Basement	NA
GREENHOUSE	
1st Floor	1,075
Basement	NA
TOTAL	4,274
x 30%	1,282



New Deck not to exceed public space of 1,282 sf



**BIRRENKOTT
SURVEYING, INC.**

PLAT OF SURVEY

P.O. Box 237
1677 N. Bristol Street
Sun Prairie, WI. 53590
Phone (608) 837-7463
Fax (608) 837-1081

SURVEYOR'S CERTIFICATE:

I, Daniel V. Birrenkott, hereby certify that this survey is in compliance with the Wisconsin Administrative Code, Chapter A-E7. I also certify that I have surveyed and mapped the lands described hereon and that the map is a correct representation in accordance with the information provided and is correct to the best of my knowledge and belief.

Description of Record:

Lots Four (4), Five (5) and Six (6), Block Twenty-nine (29), Village of McFarland, in the Village of McFarland, except that part of said Lots 4, 5 and 6, described as follows: Beginning at the North Northwest line of said lot 60 feet; thence Southeast parallel to the Northeast line of Block 29, 139 feet; thence Northeast to said Northeast line at a point 139 feet Southeast from the point of beginning; thence Northwest to the point of beginning.

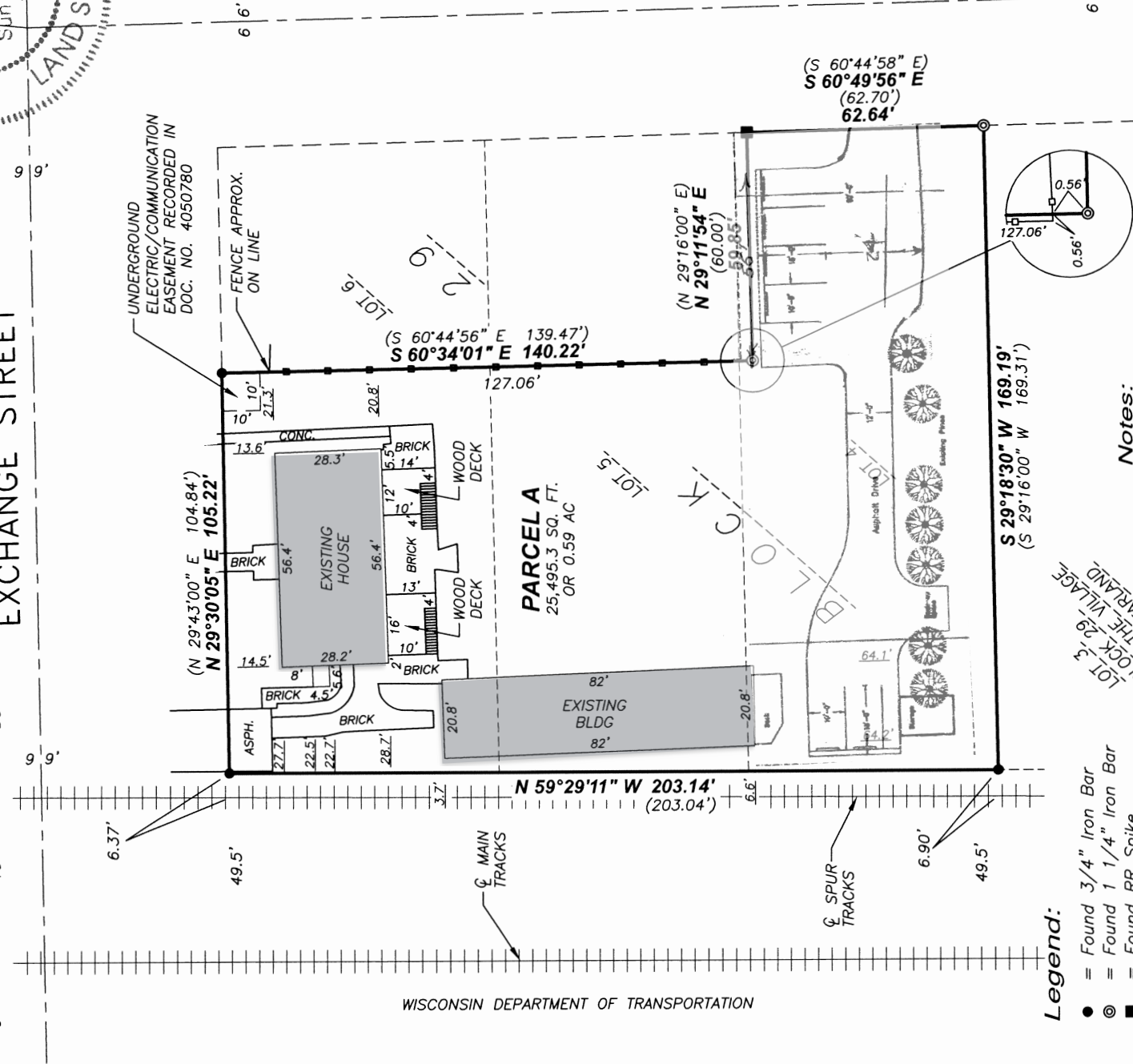
Daniel V. Birrenkott
Wisconsin Professional Land Surveyor No. S-1531.

3-16-2018



EXCHANGE STREET

LONG STREET



Legend:

- = Found 3/4" Iron Bar
- ⊙ = Found 1 1/4" Iron Bar
- = Found RR Spike
- () = Recorded as data
- = Fence Line
- ASPH. = Asphalt Paving
- BRICK = Brick Pavers

Dated: March 16, 2018
Surveyed: T.A.S.
Drawn: B.S.S.
Checked: D.V.B.
Approved: D.V.B.
Field book: 369/34-35
Comp. File: J:\2018\CARLSON
Office Map No. 180176

Notes:

This survey is subject to any and all easements and agreements both recorded and unrecorded.

The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes.

Wetlands, if present have not been delineated.

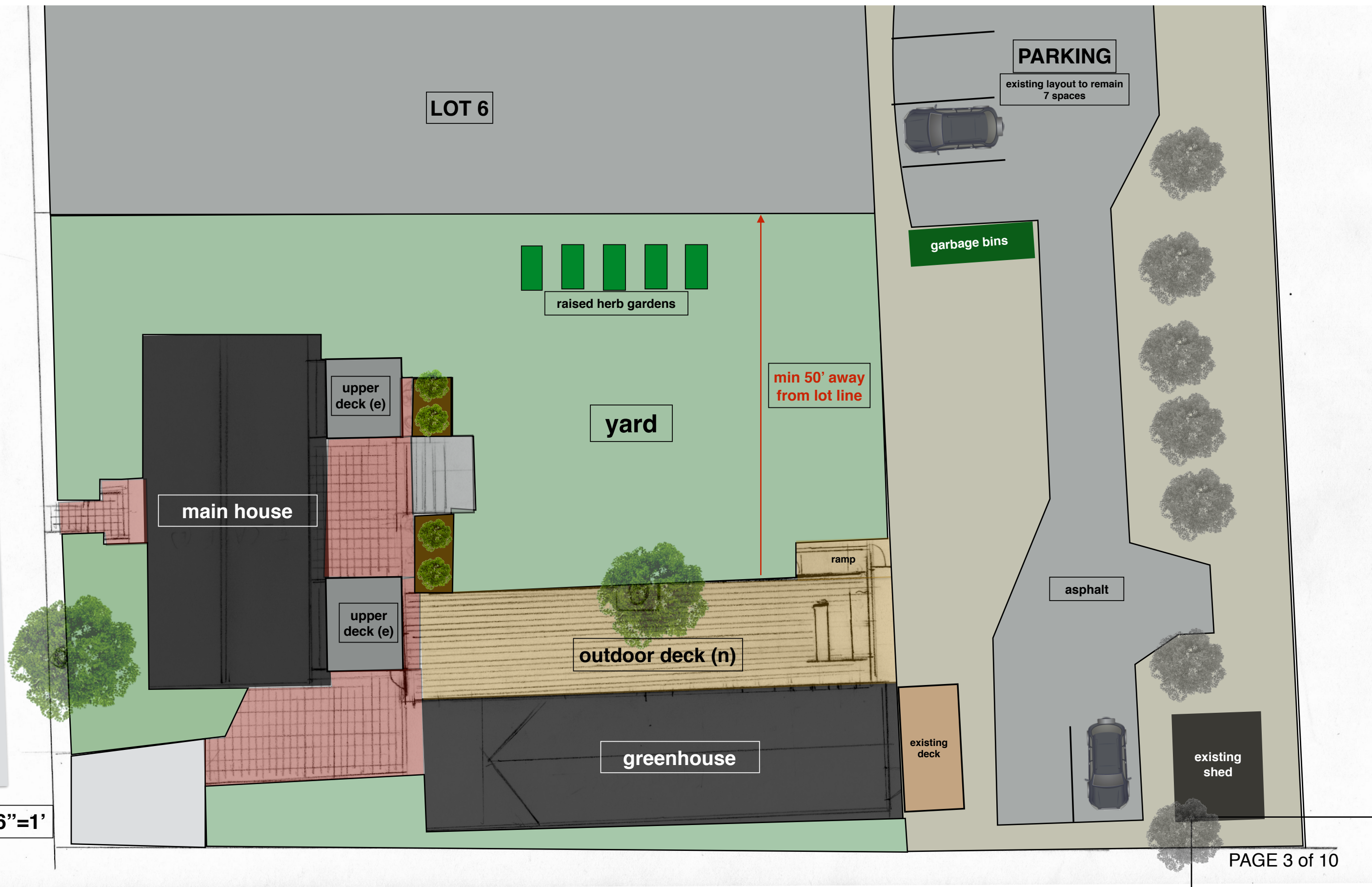
This survey shows visible, above-ground improvements only. No guarantee is made for below-ground structures.

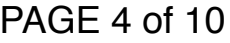
SHEET 1 OF 1



Exchange st

scale **1/16"=1'**







**proposed sketch of
exterior***

***not to scale/design and layout will be
modified per final approval of dimensions**





MAIN HOUSE

1st Floor

existing

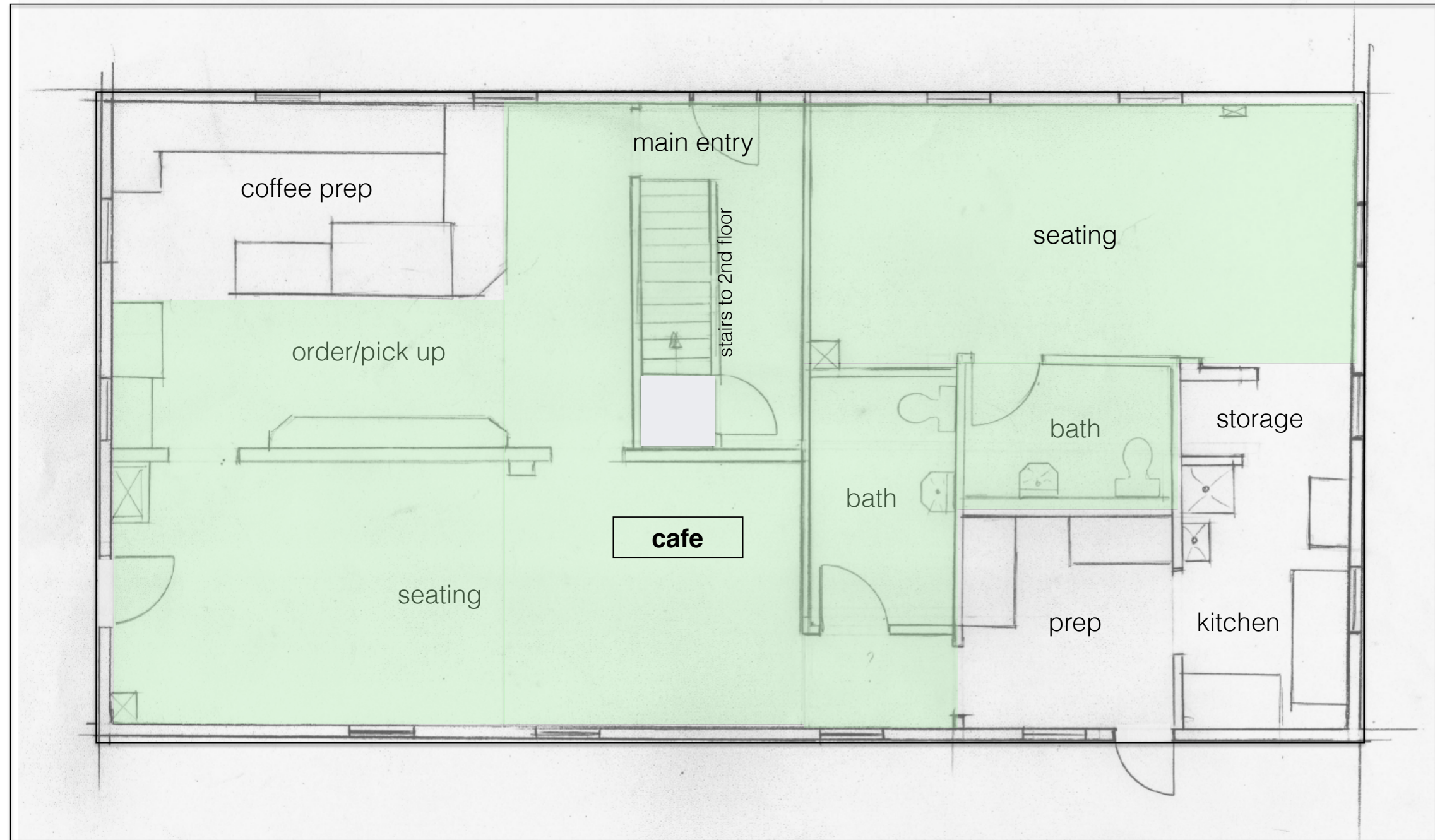
Estimated Public SF:

1,172

Ceiling HT:

8'6"

27' 2"



55' 8"

PAGE 6 of 10



MAIN HOUSE

2nd Floor

existing

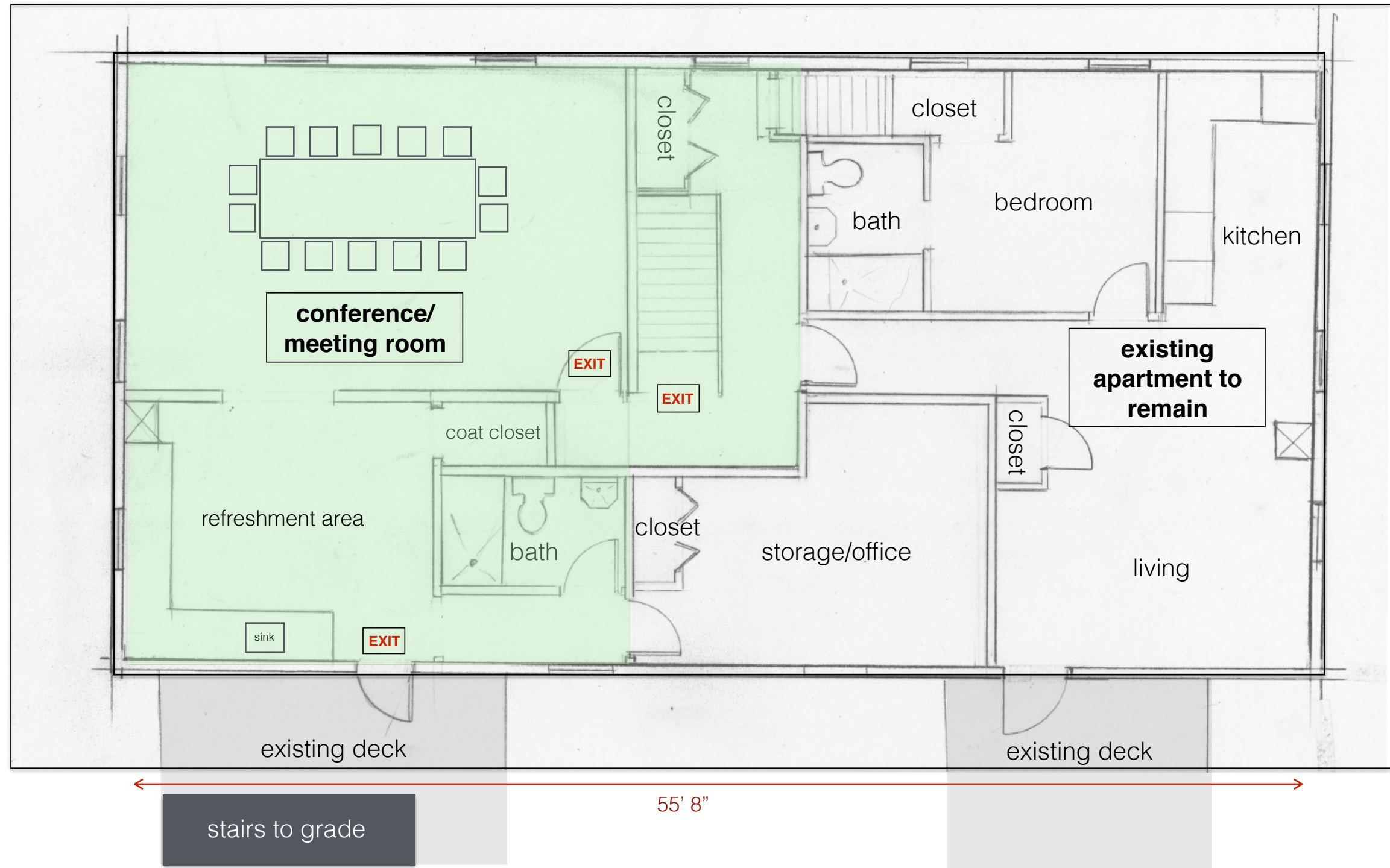
Estimated public SF:

762 sf

Ceiling HT:

7'10"

27' 2"





MAIN HOUSE

Attic

existing

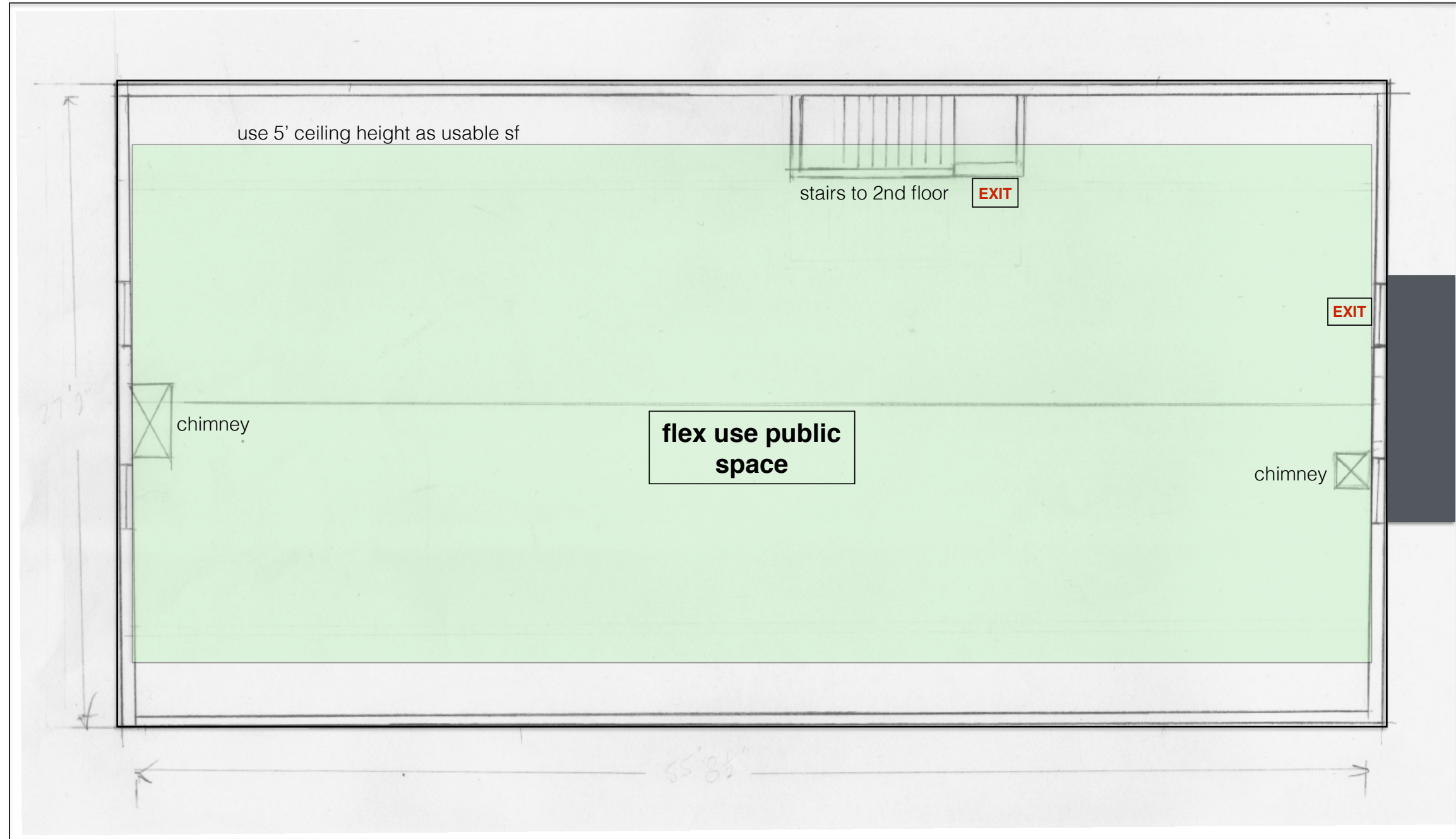
Estimated public SF:

1,265

Ceiling HT:

4' to 8'2"

27' 2"



55' 8"

PAGE 8 of 10



MAIN HOUSE

Basement

existing

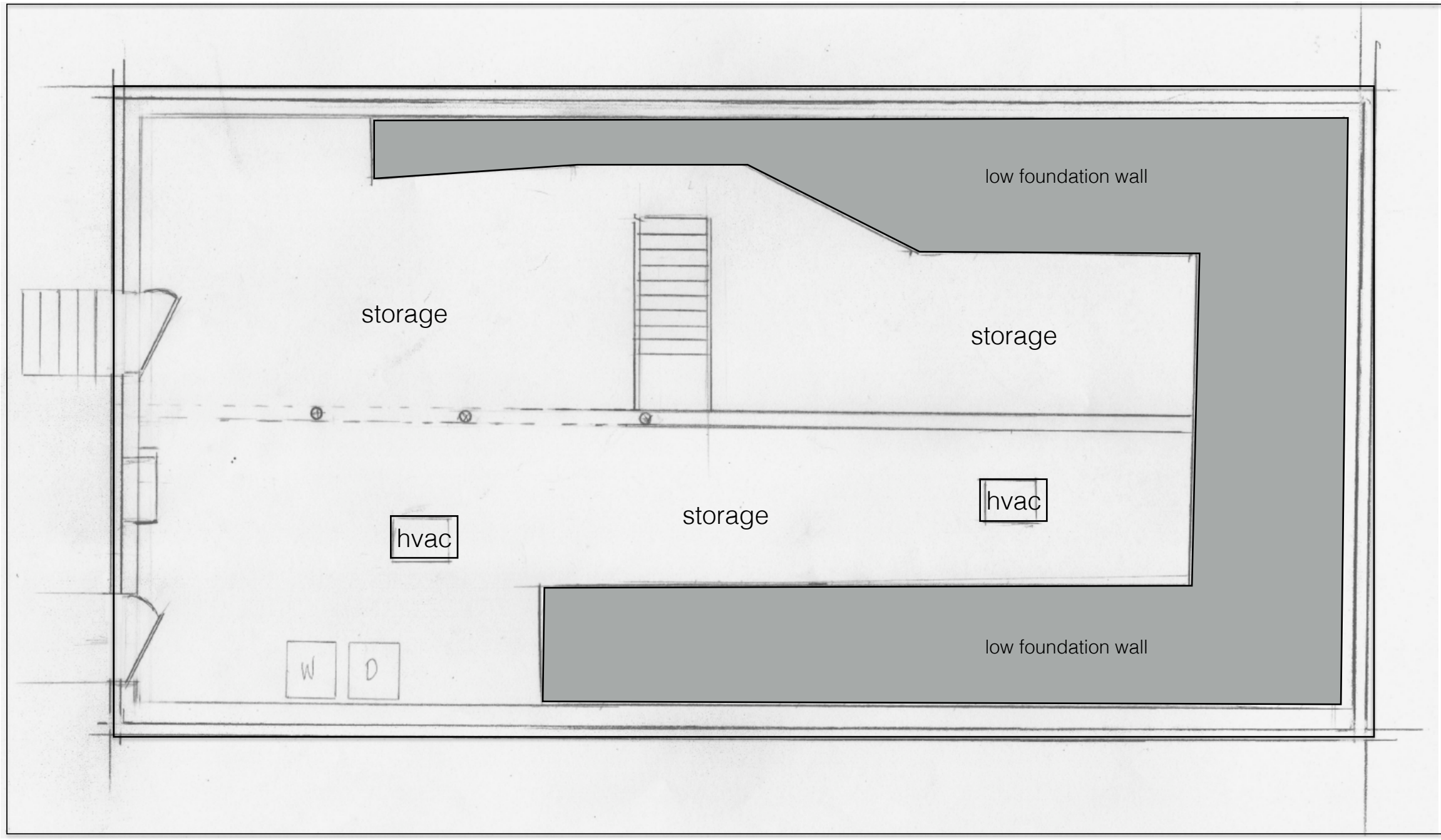
Estimated SF:

NA

Ceiling HT:

6'4"

27' 2"



55' 8"



GREENHOUSE

Basement

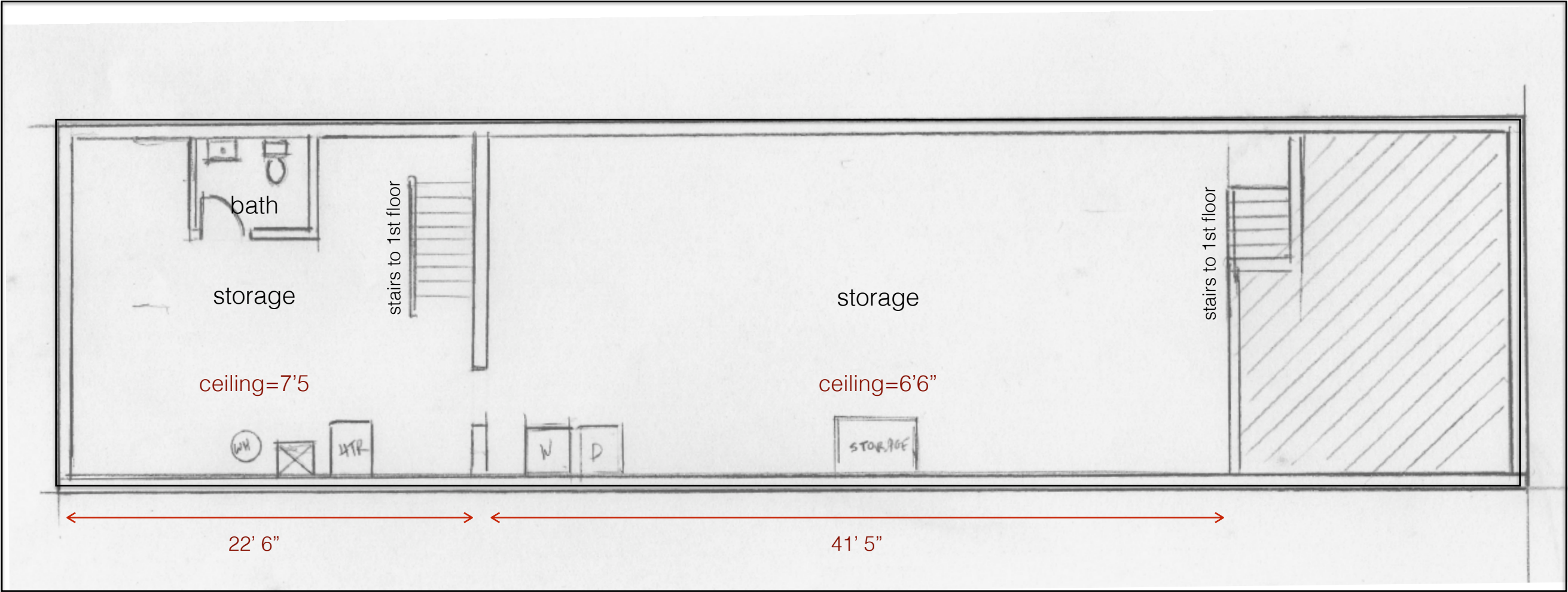
Estimated SF:

NA

Ceiling HT:

6'6" to 7'5"

18'10"



Cassandra Suettinger

From: Matt Schuenke
Sent: Monday, January 7, 2019 1:41 PM
To: Cassandra Suettinger
Subject: FW: MHC Project

From: Shaun O'Hearn <mcfarlandcafe@gmail.com>
Sent: Monday, January 07, 2019 1:23 PM
To: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>
Cc: eric@martinheid.com
Subject: MHC Project

Project:

Expansion of McFarland House Café into adjacent "Greenhouse" and additional flex use spaces within the McFarland House

Overview:

The McFarland House Café currently operates out of the first floor of 5923 Exchange Street with storage in the basement and third floor spaces. We have grown each and every year since we bought the business in 2015. In April of 2018, Steve Washa sold the property to O'Hearn Ventures LLC. This provided an opportunity for the business to expand into other areas of the building. During our busy season we routinely run out of space for guests and storage of product. We also have to turn away countless groups because we can not accommodate their space needs. The expansion of license to include additional spaces is needed for our business continue to grow and provide the community a gathering place. One of the largest needs this community has shown is in outdoor dinning.

Operations:

We are proposing the addition of public use space on the south end of the second floor and the entire third floor. The second floor currently has two apartments which would be reduced to one. The space would act as a meeting/conference room with the ability when no reserved for overflow seating or quiet workspace. There would be restroom access and a small area for us to house an office with storage for "banquet" supplies. The space is already equipped with a secondary fire exit. A second emergency exit would be added to the third floor and be brought down to grade or connected to the exiting fire exit off the second floor. This attic room would remain flexible public use space. While it may have the ability for a larger capacity, we feel the best use will be for smaller yoga classes and meeting a little too large for the second floor. The sale of any alcohol would remain on the first floor behind the current counter with storage being located in the basement.

The second addition of public use space we are proposing is into what has been referred to as the "Greenhouse" which is adjacent to the McFarland House. We have a unique situation in which both buildings are connected through a hallway in the basement. The Greenhouse would act as an extension of the Café with the majority of the kitchen prep, food storage, and alcohol storage being housed in its basement. A separate counter/bar area would be the only point of service of any/all alcohol for the Greenhouse. Guests would not be allowed to bring beverage between the two spaces. The space would act as an evening gathering place with the ability to host events as well. The hours of operation would be different from the café itself but cater to families just the same.

A wooden deck would be added to the Greenhouse to provide the community with additional outdoor dining options. The deck will remain 50' from the lot line with the McFarland Tavern and will not exceed hours of use before 11:00am or after 9:00pm. The area will be tiered down to grade with four foot metal fencing placed around the entire perimeter that would match the décor of the buildings. There would be no amplified music on the patio or mounted speaker system outdoors. We would like to make this a beautiful space for the neighborhood unlike the blighted façade it currently is. Based on the input from Chief Dennis and the building inspector, the space would not exceed 1282sf as the 30% rule allows. The deck would provide entrance and exit points only to and from the building with additional emergency exits available toward the rear of the building. Proper signage will be posted in and around those points of access stating that no beverage would be allowed past them. The bar area for service will not be located outside and food service will be available during all hours of the patio operation. Our current choice of material for the decking is wood planking that has been treated. The space will accommodate ADA access through its design and sits outside the 300' from church/school. There isn't anything linking this patio to the rooftop. We will provide a bus station for trash/recycling collection as well as water filling and dishes. Additional parking has been added to the property that was not currently accessed by the public before as shown on page 2 of the project plans.

We hope to have provided you all adequate information to help us improve our business as well as this site.

Shaun O'Hearn
McFarland House Café Inc.

Cassandra Suettinger

From: Ann Ford <Ann.Ford@wicourts.gov>
Sent: Wednesday, February 6, 2019 9:33 AM
To: Cassandra Suettinger
Subject: McFarland House Cafe

Good morning - I just wanted to submit my support for the expansion of the liquor licensed premise of McFarland House Cafe. I have been a resident of McFarland for over 40 years and my family has been here since the late 1950's. The McFarland House has been a fixture in the community - proudly standing and always a landmark when giving directions. Very little has changed to this site (ok the Greenhouse would be "newer") but the upgrades have always been thoughtfully done and this building and grounds have always maintained their charm. With the opening of the cafe and their expanded hours - there has been a steady customer base and the potential for increased business with the expansion of the bike trail. I have traveled extensively throughout Wisconsin in search of new winery's. It has become a favorite girls trip to go exploring for a wonderful glass of wine, some good food and maybe enjoy a local musician. Of course, the cafe is not opening a winery, but the location and grounds are very similar to places I have visited where you can sit outside, enjoy the weather and friends with a glass of wine or some other beverage. Why can't we have that here - at McFarland House?? I think it is a winner for the community and for the McFarland House. There is very little reason for "outsiders" to venture to the old main street of McFarland and I think this would definitely showcase an area that gets overshadowed for new business. I can't see the harm in providing the expansion - with the new parking lot abutting the business, the problem of parking has been solved. I think there is definitely potential to draw more people to the beautified 4-way and a reason to stay a little longer in the old downtown.

Ann M. Ford
Court Clerk, Branch 9
608-266-4010
608-267-4151 FAX



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, February 18, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT:

AGENDA ITEM: Review and possible recommendation to the Village Board on a Resolution amending the McFarland Comprehensive Plan future land use map regarding 4703 Terminal Drive from industrial to mixed use flex commercial.

PREVIOUS ACTION:

ISSUE SUMMARY:

Based on comments from last month, our attorney has drafted a resolution calling for an amendment to our Comprehensive Plan's future land use map designation of 4703 Terminal Dr. from industrial to mixed-use flex commercial. This change will be necessary if Mr. Quam's office project is approved. The amendment process begins with a resolution from the Plan Commission to the Village Board. A public hearing will be held at the Board level.

When considering action on the Resolution, Commissioners should give due consideration to placing residential units in close proximity to industrial uses. Presently, the storage units on either side of Terminal Drive as a buffer to any nuisances posed by industrial uses that might affect residential uses further south on Terminal Drive.

The location of residential multi-family structures proposed by Mr. Quam's project could be susceptible to nuisances posed by existing nearby industrial uses.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:



ATTACHMENTS:

1. 2.18.19 PC mtg. resolution
2. 2.18.19 land use map

RESOLUTION #__-2019

**RESOLUTION APPROVING AND RECOMMENDING AMENDMENT TO THE
VILLAGE OF MCFARLAND COMPREHENSIVE PLAN**

WHEREAS, the Village Board of the Village of McFarland adopted an updated Comprehensive Plan on August 28, 2017, pursuant to Wis. Stats. § 66.1001(4)(c); and

WHEREAS, the Comprehensive Plan contains a land use map designating certain areas along Terminal Drive as Industrial and Mixed Use/Flex Commercial; and

WHEREAS, the Comprehensive Plan describes the Mixed Use/Flex Commercial use, in part, as appropriate for transitional and “crossroads” areas; and

WHEREAS, a request was made to the Village of McFarland Plan Commission to approve changes to the Comprehensive Plan, specifically to change the use of the following described properties along Terminal Drive to Mixed Use/ Flex Commercial:

All that part of Outlot One (1), Assessor’s Plat No. 4, Town of Blooming Grove, in the Village of McFarland, Dane County, Wisconsin, lying West of the West right of way line of Relocated U.S. Highway No. 51

and

All that part of the North ½ of the Northwest ¼ of Section 34, Township 7 North, Range 10 East, in the Village of McFarland, Dane County, Wisconsin, lying between the centerline of Terminal Drive and the West right of way line of Relocated U.S. Highway No. 51, except that part thereof conveyed by Warranty Deed recorded in Volume 694 of Deeds, Page 473, as Document No. 981101.

Tax Parcel ID Nos. 154/0710-342-8220-0, 154/0710-342-8200-4, 154/0710-342-7002-1.

WHEREAS, the Village of McFarland Plan Commission finds that the aforesaid properties are appropriate for Mixed Use/ Flex Commercial use and are in a transition area along Terminal Drive by an area designated for Industrial use; and,

WHEREAS, the Village of McFarland Plan Commission approves the proposed change in use for the aforesaid properties, and that this change is in the public interest and consistent with the overall goals and objectives set forth in the Comprehensive Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Village of McFarland Plan Commission hereby recommends to the Village Board that it adopt by ordinance an amendment to the Village of McFarland Comprehensive Plan to specifically change the use of the aforesaid

properties to Mixed Use/Commercial Flex, and as set forth in the attached revised Land Use Map, pursuant to Wis. Stats. §§ 66.1001(4)(c); and,

BE IT FURTHER RESOLVED that the Village Clerk-Treasurer shall certify a copy of this resolution and attached revised Land Use Map to the Comprehensive Plan to the Village Board; and

BE IT FINALLY RESOLVED that the vote on this Resolution shall be recorded in the official minutes of the Plan Commission.

The above and foregoing Resolution was duly adopted at a regular meeting of the Village of McFarland Plan Commission on the _____ day of _____, 2019.

APPROVED:

Brad Czebotar, Plan Commission Chair

ATTEST:

Cassandra Suettinger, Village Clerk-Treasurer

RESOLUTION # ____-2019	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Czebotar	Kolk
Rogers	Fischer
Sorenson	Kirby
Bloechl-Anderson	
VOTING RESULTS	
Motion Carried	
Motion Defeated:	

MAP 6

FUTURE LAND USE



COMPREHENSIVE PLAN

Legend

Future Land Use

- Single Family Residential
- Two Family and Townhouse Residential
- Multiple Family Residential
- Neighborhood
- Downtown
- Highway and General Commercial
- Commercial Park
- Industrial
- Mixed Use/Flex Commercial
- Institutional and Governmental
- Public Lands, Recreation, and Environmental Corridor
- DNR Wetlands and Potential
- Wetland Indicators over
- Undeveloped Lands
- Agricultural Preservation
- Urban Reserve
- Water
- Rights-of-Way

Village of McFarland Extraterritorial

Jurisdiction Boundary

Village of McFarland Limits (8/17)

Other Municipal Limits (2017)

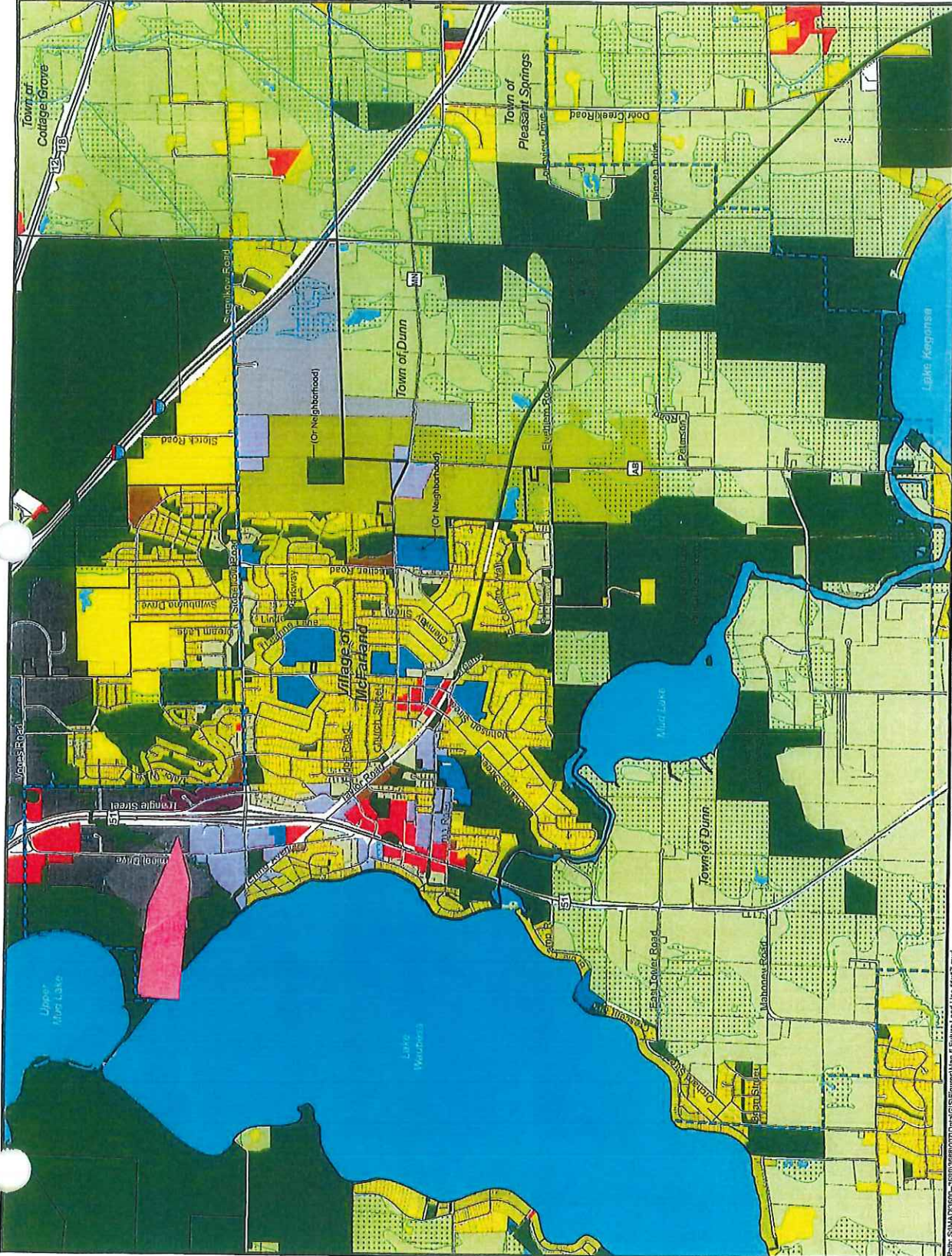
Shapes on this map represent the Village's vision for future land use within the Village and its extraterritorial jurisdiction. For such lands, this map is not intended to represent existing land use or zoning, or to compel property owners to change their use of land. The map is intended to show agricultural or other rural land may maintain their current land use. Actual boundaries between different future use categories and implementing zoning districts may vary somewhat from representations on this map. This map also includes the Village's extraterritorial jurisdiction, which extends to the Village's extraterritorial jurisdiction, and existing land use elsewhere beyond the Village's extraterritorial jurisdiction.

Date: August 2017

Data Sources: Village of McFarland, Dane County LIU, WDNR, and CARPC



0 500 1000 2000 Feet

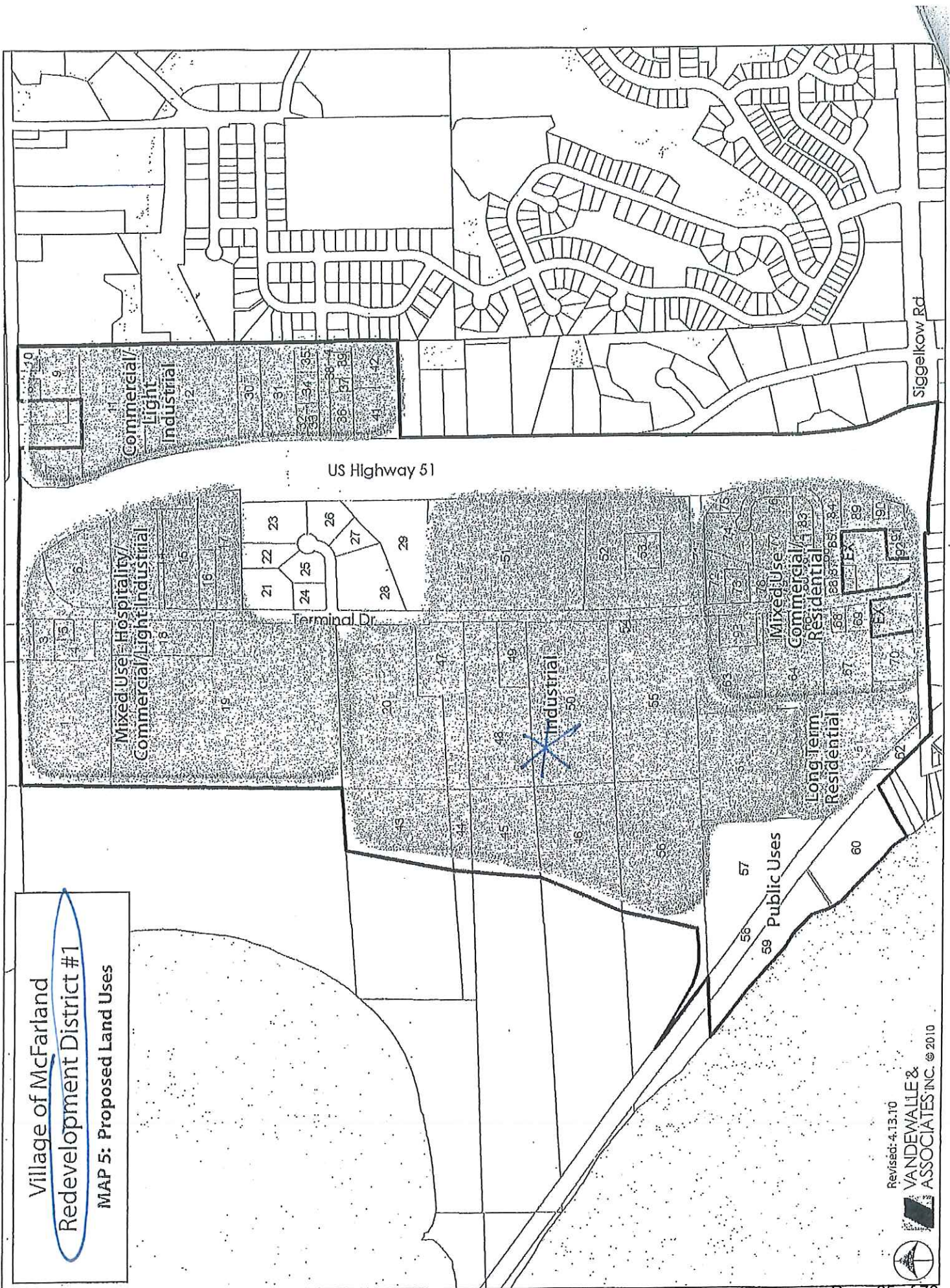


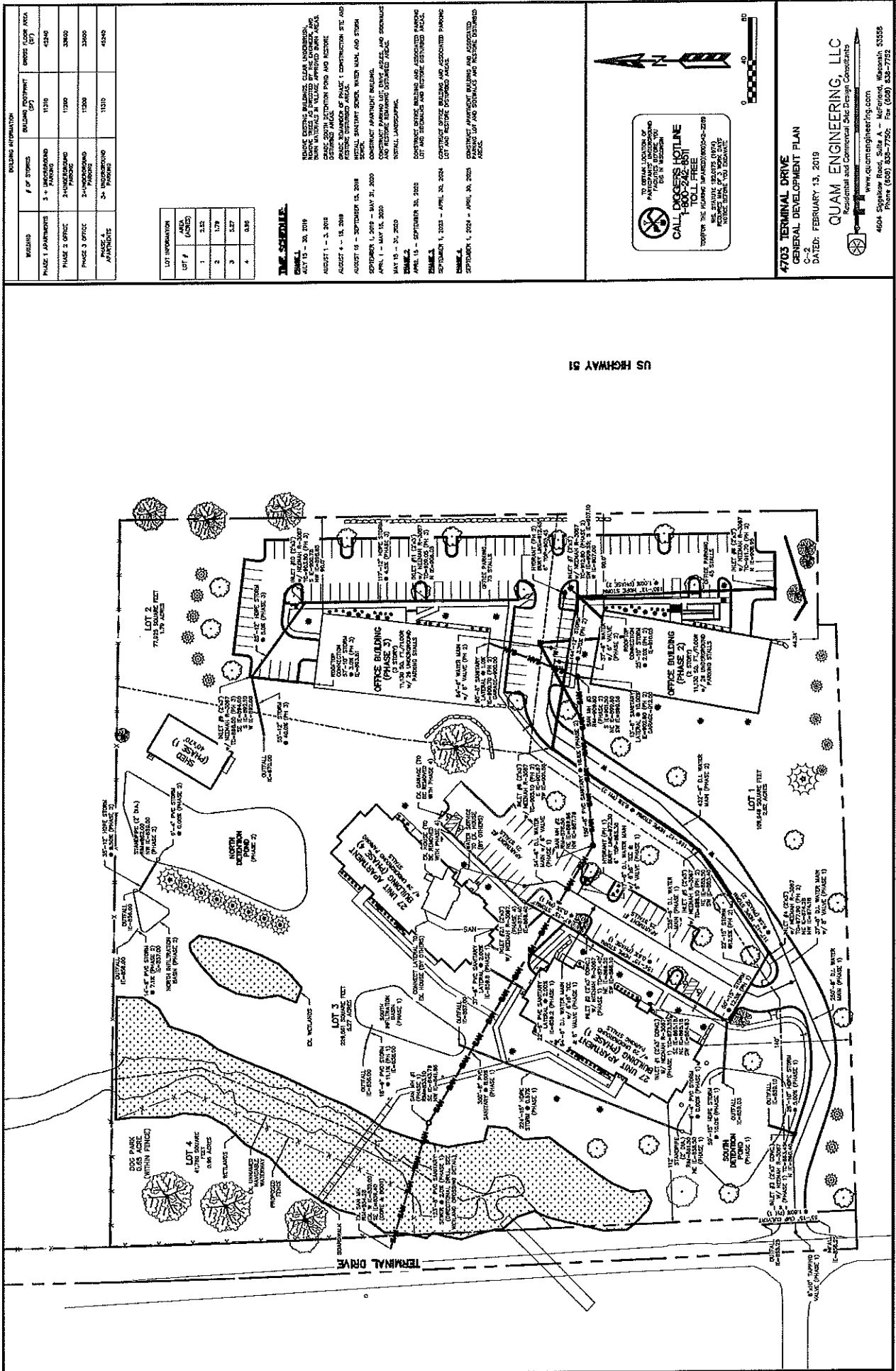
Date: 7/21/2017 Time: 1:58:23 PM User: dmc

Path: S:\MCM\CMAP-2017\CMAP\CMAP_6_Future Land Use 11x17.mxd

Village of McFarland Redevelopment District #1

MAP 5: Proposed Land Uses







PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, February 18, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT:

AGENDA ITEM: Discussion and possible action on the 2019 Plan Commission application as revised.

PREVIOUS ACTION:

ISSUE SUMMARY:

Based on comments from last month, the attached revisions have been made.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Conditional Uses - draft standards
2. Plan Commission App 2019

Conditional Uses

The McFarland zoning code identifies land uses, which are not permitted, permitted, and permitted upon approval of a conditional use permit. Conditional uses are land uses not permitted outright but may be allowed if certain standards and conditions are met and Plan Commission grants approval.

All submitted Plan Commission applications which encompasses a request for a Conditional Use Permit (CUP) must include “substantial evidence”, which identifies specifically how the proposed conditional use meets each of the standards listed below. Substantial evidence is defined as facts and information other than merely personal preferences or speculation directly pertaining to the requirements and conditions the applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

Responses such as “see plans” are not acceptable. The applicant must identify what specific portion of the project supports the contention that a standard will be met by including for example a detailed description of compliance with any applicable regulations regarding light, dust, particulate emissions, noise, frequency, vibration, traffic, nuisances, odors, visibility, health, safety welfare and the environment.

Conditional Use Standards

- The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.
- The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.
- The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
- Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.
- Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- The conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located.
- The proposed use does not violate floodplain regulations governing the site.
- The proposed use does not defeat the purposes(s) and objectives(s) of the zoning district.

In its review, the Plan Commission shall also evaluate the effect of the proposed conditional use upon the following items listed below. Identify how your project will impact and/or address each of these items.

- The maintenance of safe and healthful conditions.
- The prevention and control of water pollution including sedimentation.
- Existing topographic and drainage features and vegetative cover on the site.
- The location of the site with respect to floodplains and floodways of rivers and streams.
- The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.
- The location of the site with respect to existing or future access roads.
- The need of the proposed use for a shoreland location. (if applicable)
- Its compatibility with uses on adjacent land.
- The amount of liquid wastes to be generated and the adequacy of the proposed disposal systems.

All written responses to CUP standards must be submitted as part of your Plan Commission Application by the submission date and time identified on page _____.

**Village of McFarland
Community Development Department**

Plan Commission Application – 2019

~Please complete application in full~

Applicant - Owner		Applicant's Agent	
		Name	
Address		Address	
Email		Email	
Phone #		Phone #	
Fax #		Fax #	

Type of Proposal – Please check boxes below that apply - Parcel No(s). _____

Requires Public Hearing (Class One)	FEES	Requires Public Hearing (Class Two)	FEES	Public Hearing Not required	FEES
☐ Preliminary Plat	\$500+AF	☐ Conditional Use	\$275+F	☐ Annexation	At cost
☐ Preliminary Plat (reapplication)	\$500+BF	☐ Rezoning (map)	\$175+	☐ Dev. Agreement Including Addendums	\$400 F
☐ Certified Survey Map	\$300+F	☐ Zoning Amendment (text)	\$250+F	☐ Final Plat	\$500 +CF
☐ Condominium	\$300+EF	☐ Variance-Board of Zoning Appeals	\$250+F	☐ Final Plat (reapplication)	\$400 +DF
				☐ Site/Design Review	\$400 + F
				Escrow Deposits (covers costs for outside consultants; e.g., engineers, attorneys, etc.)	
				☐ R-E, R-3 & PD (up to 50 acres)	\$5,000
				☐ R-E, R-3 & PD (greater than 50 acres)	\$10,000
				☐ Commercial Site/Design Review (5,000 sq. ft. or more)	\$2,000
				☐ All Plats including condominiums	\$5,000

+ = Plus publication and notification charges

A = Plus \$50.00 per lot

B = Any preliminary plat which has previously been reviewed/revised within the last 36 months

C = Plus \$50.00 for each lot within the final plat

D = Any final plat which has been previously reviewed or/ revised within the last 36 months

E = Plus \$40.00 for each unit shown

F = Plus actual legal, engineering and financial consulting costs incurred by the Village

G = Plus \$25.00 per lot for two or more lots.

Nature of the development proposal: Must provide address of proposed development, legal description, current zoning and description of proposal. (Attach additional paper if needed)

What action is the applicant requesting of the Plan Commission?

Has this specific proposal been previously discussed or acted upon by the Plan Commission?

☐ YES ☐ NO (If “yes” state the nature and the date(s) of the previous application.)

PLEASE READ AND SIGN ON THE REVERSE SIDE - AT THE BOTTOM

Schedule: The Village of McFarland Plan Commission conducts meetings on the third Monday of each month at 7:00 p.m. at the McFarland Municipal Center in the Community Room. To ensure adequate time for staff review, and publication of legal notices, all potential agenda item materials are required to be submitted, per the schedule listed below.* **Twelve (12) Copies** of all materials, **one copy must be 8 ½ x 11, - 11 copies to be 11 x 17** (*only one copy of application, completed in full, is necessary*) shall be submitted to the Community Development Department (608-838-3154), with fees paid **by NOON of the deadline day**, according to the following schedule:

Village of McFarland Plan Commission 2019 Schedule

***Submittal Deadline Noon on:**

For Scheduled 2019 Meeting date of:

December 12 (2018) -----	January Tuesday Jan. 22
January 8-----	February 18
February 12-----	March 18
March 12-----	April 15
April 9-----	May 20
May 14-----	June 17
June 11-----	July 15
July 9-----	August 19
August 13-----	September 16
September 10-----	October 21
October 8-----	November 18
November 5-----	December 16 (Pending)
December 10-----	(Pending) Tuesday, Jan. 21, 2020

*** Submittal deadline: No exceptions can be given for above deadlines**

- **Materials submitted for review after the submittal deadline date (or incomplete submittals) will be held over until the next scheduled meeting.**
- **I understand failure to provide required materials/information/fees by the submittal deadline can result in this application being withdrawn for consideration by the Plan Commission. In addition any fees not paid for (i.e. legal notices, mailings, etc.) will require any permits to be withheld until all payments are made in full.**

X_____

Signature of Applicant/Agent

Date



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, February 18, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT:

AGENDA ITEM: Discussion and recommendation to the Village Board regarding the formation of a subcommittee to address needed changes to the zoning code relating to conditional uses.

PREVIOUS ACTION:

ISSUE SUMMARY:

I would like Commissioners to consider forming a sub-committee to review the current list of land uses designated as conditional uses enumerated in the zoning code. I feel this approach will allow for the time necessary to evaluate each possible change. The Village Board must approve the formation of a sub-committee, no more than 3 Commissioners may be appointed to avoid quorum issues.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



PLAN COMMISSION SUMMARY SHEET

MEETING DATE: Monday, February 18, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT:

AGENDA ITEM: Discussion - term expiration of Plan Commissioners.

PREVIOUS ACTION:

ISSUE SUMMARY:

Terms are expiring for Cathy Kirby, Peter Bloechl-Anderson, Dan Kolk and Brad Czebotar.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

Community Development Highlights

January 2019

- During the month of January thirty five permits were issued. New construction encompassed four single-family homes and one duplex. All four single family homes were located in the Juniper Ridge subdivision
- Met with representative of General Engineering to discuss building inspection services for the Village.
- Met with attorney Dan Evans to discuss possible changes to the municipal code as it relates to conditional uses.
- Met with Realtor Blake George and Reggie Mathelier owner of Lazy Bones Commercial laundry regarding the possibility of developing a portion of the commercial property with multi-family housing. George indicated if pursued this would be a fall 2019 project.
- Met with contractors from Washa Construction regarding a remodel at Bob's Liquor on Farwell Street. Owner plans to add 1,200 sq.ft. to the existing building which is in TID #5. Contractors are planning on a March appearance before the Plan Commission.
- Met with representatives of Skaalen Village to discuss development of 30 acres they own at the eastern edge of the Village.
- Attended the open house on January 24th by Lakestone Properties regarding their proposal to develop Farwell Place. About 25 individuals were present.
- Participated in the 1st round of interviews for the Director of Public Works. A total of four interviews were held.
- Finishing up the draft to the Outdoor Open Space Plan. The Park, Recreation and Natural Resources Committee will be continuing their review.
- During the month of January attended the following meetings.
 - Village Board
 - Plan Commission
 - Open House – Farwell Street Re-development

Submitted by:
Pauline Boness
Community Development Director

McFarland VILLAGE OF

Memorandum

TO: Plan Commission Members

FROM: John Griffith, Code Enforcement Officer

DATE: February 11, 2019

RE: January Property Maintenance Report

<u>ADDRESS-OWNER OR TENANT OCCUPIED (DECEMBER AND PRIOR LETTERS/CONTACT)</u>	<u>VIOLATION:</u>	<u>STATUS</u>
4709 Taylor Road (Howe)	Van stored on lawn	2nd notice sent in November
5706 Wisconsin (Frisch)	Accumulated junk, debris & unlicensed inoperable vehicles stored on property. Weeds & grass height	Still in compliance
4761 McFarland Ct. (Nietzel)	Outside storage by tenant not permitted by conditional use permit.	Spoke to tenant in November
5116 Erling (Richel)	Garage repairs needed	Letter mailed - removing garage
McFarland School district new ball fields	Noxious weeds	Letter delivered to maintenance
5915 Exchange St. (Byrne)	Tuck pointing	Letter sent to owner
5905 Main St. (Schnieder)	2 nd notice about repairs	Working with fire dept.
5502 Alben Ave (Hansen)	Trailer on lawn	Moved 12-10-18
5901 Anthony St. (Sherry)	Trailer on lawn	Moved 12-17-18
5315 N. Pass (McGraw)	Trailer on lawn	Moved 12-20-18

5506 Creamery Rd. (Reilly)	Trailer on Lawn	Moved 12-20-18
5506 Valley Rd. (Vogel)	Trailer on Lawn	Moved 12-20-18

<u>LETTERS /CONTACT IN JANUARY :</u>	<u>VIOLATION:</u>
5912 E. Open Meadow (Williams)	moved 1-20-19 letter
6407 Fox Run (Phillips)	Spoke to owner
5701 W Open Meadow	Ice from neighbor salted by public works in street
5417 Long St. (Chase)	Snow pile moved
5619 albens St	Snow on Broad head St. Letter posted snow removed

