VILLAGE OF MCFARLAND *NOTICE OF PUBLIC MEETING*

PLAN COMMISSION

Tuesday, January 19, 2021 **7:00 PM** **McFarland Municipal Center**
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:
https://us02web.zoom.us/j/85285919113

Or by Telephone: +1 (312) 626-6799
Webinar ID: 852 8591 9113

1. CALL TO ORDER.

2. PUBLIC APPEARANCES.

3. APPROVAL OF MINUTES.
   a. Review and possible approval of the December 21, 2020 draft Plan Commission minutes

4. BUSINESS.
   a. Discussion and possible action on a site/design review application submitted by Tricycle Motors Properties, LLC for a proposed parking lot addition and dumpster enclosure relocation at Gingerbread Preschool located at 4896 Larson Beach Road, McFarland, WI.

   b. Discussion and possible action on a site/design review application submitted by Joy Wheeler for a proposed outdoor dining patio/consumption area at the Green Lantern Restaurant located at 4412 Siggelkow Road, McFarland, WI.

   c. Discussion regarding potential use and revitalization of 5979 Siggelkow Road, former Waubesa School, preapplication meeting requested by property owner Urso Bros LLC.

   d. Discussion and recommendation to the Personnel Committee regarding amendments to the Community Development Clerk III job description.

5. STAFF REPORTS
   a. Property maintenance report

   b. Directors report

6. SCHEDULE NEXT MEETING DATE.

a. Monday February 15, 2021 at 7:00 p.m.

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

December 21, 2020

Members Present: Justin Rupert, Tom Rogers, Brad Czebotar, Bruce Fischer, Scott Peters, Peter Bloechl-Anderson, Eric Green

Members Absent:

Staff Present: Andrew Bremer, Brian Berquist, Town & Country Engineering, Matt Schuenke, Karen Knoll

1. CALL TO ORDER

   Czebotar called the meeting to order at 7:01 p.m.

2. PUBLIC APPEARANCES.
   None

3. APPROVAL OF MINUTES.

   a. Review and possible approval of the November 16, 2020 Plan Commission minutes.

   Czebotar called the minutes from the November 16, 2020 approved by unanimous consent.

4. PUBLIC HEARING

   a. Public Hearing on a Conditional Use Permit (CUP), requested by POC, LLC/Chris Overson, for use of 5307 Hough Street, McFarland, WI as a residence. The property is zoned C-C Central Commercial.

   Czebotar opened the public hearing at 7:02 p.m.

   Chris Overson Stoughton WI, - indicated the property is on the corner of Main and Hough Streets and currently has two building on it, the building at 5307 Hough Street was last used as the McFarland food pantry, He feels using the building as a residence will be a better fit in the neighborhood.

   Czebotar closed the public hearing at 7:03

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b. Public Hearing regarding Ordinance No. 2021-01, AN ORDINANCE REZONING REMNANT LANDS LOCATED AT 5761-71 HOLSCHER ROAD, IN THE VILLAGE OF MCFARLAND, FROM R-3 GENERAL RESIDENCE TO R-1 SINGLE FAMILY RESIDENCE. This zoning ordinance amendment requested by Matt Schuenke, Village of McFarland.

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

Matt Schuenke indicated this is taking a remnant parcel of land approximately 5,000 sq.ft. being sold by the Condominium Association, as they have no use for it, adding it to an adjacent Village parcel for use as a future driveway to access the Village's existing property. This is the site for the proposed future Public Safety building. The Village Board authorized entering into an offer to purchase for this land earlier this year. Bremer indicated the property is zoned R-3 and the parcel it is going to be joined with is R-1, the reason for the rezone is so the CSM can take place and the two parcels joined together.

Czebotar closed the public hearing at 7:06 p.m.

c. Public Hearing on a request by Matt Schuenke on behalf of the Village of McFarland for a Certified Survey Map (CSM) to combine a remnant portion of lands from 5761 – 71 Holscher Road to Lot 2 of CSM 15364, McFarland, WI.

Czebotar opened the public hearing at 7:07 p.m.

Schuenke indicated per the report in packets, and the prior agenda item this is a simple CSM to allow for future development and access in the area.

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

5. BUSINESS.

a. Discussion and possible action regarding a Conditional Use Permit (CUP), requested by POC, LLC/Chris Overson, for use of 5307 Hough Street, McFarland, WI as a residence. The property is zoned C-C Central Commercial.

Czebotar indicted per the code approval of CUP must be met by substantial evidence. As per previous requests, Commissioners will go through each question and applicant response from the CUP application one by one. Bremer reviewed the information as provided in packets; the structure in question is on the same lot as another residential property. The proposal is to convert this property to one residential unit bringing the total number of units on the parcel to three, which will conform to the number of dwelling units per acre allowed under the zoning for the property. Residential use in a commercial district is a conditional use. There is one recommended condition of approval. The current sewer and water laterals are

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connected through the property on Main Street. The recommended condition of approval is that a deed restriction be filed with the Dane County Register of Deeds as a condition to prohibit further division of the parcel, or conversion to a condominium, unless separate sewer and water laterals are installed to each principal building on the parcel from direct connection to public utility mains, or the restriction is released by the Village. The current utility configurations can remain as they are currently under one ownership and Overson maintains responsibility.

Czebotar individually reviewed all of the conditional use standards with Commissioners with submittal as provided in packets. All standards met with affirmative confirmation by Commissioners.

Czebotar moved to approve a Conditional Use Permit (CUP), requested by POC, LLC/Chris Overson, for use of 5307 Hough Street, McFarland, WI as a residence. The property is zoned C-C Central Commercial, conditioned on recording with the Dane County Register of Deeds a deed restriction on the property to prohibit further division of the parcel, or conversion to a condominium, unless separate sewer and water laterals are installed to each principal building on the parcel from direct connection to public utility mains, or the restriction is released by the Village of McFarland. Motion seconded by Peters. Motion carried 7-0.

b. Discussion and possible action to make a recommendation to the Village Board regarding Ordinance No. 2021-01, an ordinance rezoning remnant lands located at 5761 & 5771 Holscher Road, in the Village of McFarland, from R-3 General Residence to R-1 Single Family residence. This zoning ordinance amendment requested by Matt Schuenke, Village of McFarland

Peters inquired if the Village currently owns the property. Schuenke responded the Village has an accepted offer to purchase and they are moving towards closing. Bremer reviewed details of the parcel in question with information as provided in packets.

Czebotar moved to recommend to the Village Board approval of Ordinance No. 2021-01, an ordinance rezoning remnant lands located at 5761 & 5771 Holscher Road, in the Village of McFarland, from R-3 General Residence to R-1 Single Family residence conditioned on approval of a certified survey map to combine the land described in Ordinance 2021-01 with Lot 2 of CSM 15364 and completion of the acquisition of the remnant lands by the Village. Motion seconded by Rupert. Motion carried 7-0.

c. Discussion and possible action to make a recommendation to the Village Board on a request by Matt Schuenke, for a Certified Survey Map (CSM) to combine a remnant portion of lands from 5761 – 71 Holscher Road to Lot 2 of CSM 15364, McFarland, WI.

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Bremer indicated per recommendation of approval by the Village Engineer, there is a portion, which is recommended to be realigned to create a right-of –way on the corner. This will help facilitate future utilities at the intersection similar to the area across the street on Holscher Road. Berquist indicated this would complete the intersection and assist with vision triangles and with turning movement and utility placement. The northwest corner of the intersection would remain the same.

Czebotar moved to recommend to the Village Board approval for a Certified Survey Map (CSM) conditioned upon revising the CSM to chamfer the northwest corner of the site to provide a larger triangle of right-of-way at the Holscher Road/Broadhead Street intersection, as provided in the Village Engineer's staff report dated December 11, 2020. Green seconded the motion. Motion carried 7-0.

7. STAFF REPORTS

a. Property maintenance report - none

b. Director's report – Bremer pointed out per his report provided we are looking to finish the year strong. There was a slow period with permits this year due to COVID, but they have been increasing in the late summer and fall. There are about 17 vacant lots and 1 multifamily lot still vacant on the eastside.

8. SCHEDULE NEXT MEETING DATE

a. January 19, 2021 at 7:00 p.m. – Note this is a Tuesday rather than the normal Monday due to January 18th being a legal holiday.

9. ADJOURNMENT.

Rupert moved to adjourn, Peters seconded the motion. Motion carried – meeting adjourned at 7:28 p.m.

Working Draft

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Tuesday, January 19, 2021**

SECTION: **Business**

DEPARTMENT: **Community Development**

CONTACT: **Andrew Bremer, Comm & Eco Dev Director**

AGENDA ITEM: **Discussion and possible action on a site/design review application submitted by Tricycle Motors Properties, LLC for a proposed parking lot addition and dumpster enclosure relocation at Gingerbread Preschool located at 4896 Larson Beach Road, McFarland, WI.**

PREVIOUS ACTION:

ISSUE SUMMARY:

Matt Kuehl (Gingerbread House) is seeking approval of a site/design review permit for some minor adjustments to the parking and trash enclosure areas at 4896 Larson Beach Road. Note the site plan includes some pavement shading on the driveway in the southwest corner of the lot that serves the adjacent commercial property. Per the applicant, there are no planned improvements to this access drive requested with this site/design review application. The property is zoned C-H Commercial Highway. Key components of the project include:

1. Sidewalk Extension to Larson Beach Road. Applicant proposes to extend the sidewalk that currently terminates at the southern most parking stall, south to connect to the sidewalk along Larson Beach Road. This will allow children to avoid walking through the parking lot. There are some some bushes that would need to be removed by this project and a small tree that could be impacted as well. Staff recommends replacement of any landscaping removed or damaged from construction of the sidewalk to be placed on either side of the extended sidewalk.
2. Trash Enclosure Relocation. Applicant proposes to relocate the existing trash enclosure at the end of the existing access drive (refer to attached aerial map of the property). This is necessary due to the layout of the approved site plan for the planned Taylor Pointe Apartments (MSP Real Estate) on the adjacent lot. The applicant proposes to use the same enclosure materials as the existing enclosure. The new enclosure would be smaller than the existing one which was overdesign to potential serve multiple properties. The Taylor Pointe Apartments will have their own underground trash enclosure area.
3. Parking Lot Addition. Applicant proposed the addition of five new off-street parking spaces and a new light pole. The design of the proposed light pole would match the existing light poles on the property. The existing play area fence would be relocated. There is a portion of the proposed new drive aisle that appears to conflict with the approved landscaping plan for Taylor Pointe Apartments (attached to the packet). Staff recommends modifying this area as identified in the marked-up copy of the site plan in the packet.

The packet includes a review letter from the Fire & Rescue Department. The Village Engineer did not have any concerns with the applications, other than the conflict with the MSP landscaping bed.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:
The property is planned for Highway and General Commercial within the Future Land Use Map of the Village's Comprehensive Plan.

ORDINANCE REFERENCE:
Sec. 62-172. Required Off-Street Parking Facilities
Sec. 62-310. Site/Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
Recommend approval of the site/design review application as submitted, conditioned on:

1. Replacement in number and of similar species, any landscaping removed or damaged from construction of the proposed sidewalk addition to be placed on either side of the extended sidewalk.
2. Revising the proposed drive aisle to maintain the landscaping area on the adjacent Taylor Pointe Apartment development, as illustrated on the Village Staff marked-up site plan included in the packet.

ATTACHMENTS:
1. 1.19.21 PC - 4896 Larson Beach Road - Site Design (11.06.20)
2. 4896 Larson Beach Road Aerial
3. 4896 Larson Beach Road Site Photos
4. Pages from - MSP McFarland Multi Family - DIP
5. 4896 Larson Beach Road - Site Design - Staff Revisions
6. 4896 Larson Beach Road_F&R Ltr_1.11.21

Village of McFarland
Community Development Department

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NOV 06 2020
VILLAGE OF McFARLAND

Plan Commission Application – 2020

~Application must be completed in full~

Applicant - Owner	Tricycle Motors Properties LLC	Applicant's Agent	
	Denise + Matthew Kuehl	Name	
Address	4896 Larson Beach Rd	Address	
Email	gingerbreadpreschool@gmail.com	Email	
Phone #	608-513-2989	Phone #	
Fax #		Fax #	

Parcel No(s). 0610-032-1665-1 **Type of Proposal – Please check boxes below that apply**

Requires Public Hearing (Class One)	FEES	Requires Public Hearing (Class Two)	FEES	Public Hearing Not required	FEES
☐ Preliminary Plat	$500+AF	☐ Conditional Use	$370+F	☐ Annexation	At cost
☐ Preliminary Plat (reapplication)	$500+BF	☐ Rezoning (map)	$405+	☐ Dev. Agreement Including Addendums	$400 F
☐ Certified Survey Map	$300+FG	☐ Zoning Amendment (text)	$405 +F	☐ Final Plat	$500 +CF
☐ Condominium	$300+EF	☐ Variance-Board of Zoning Appeals	$380+F	☐ Final Plat (reapplication)	$400 +DF
☐ Comprehensive Plan Amendment	$500+F			☒ Site/Design Review	$400 + F

+ = 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.

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

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

Redesign of parking / dumpster enclosure to accomodate new building next door

What action is the applicant requesting of the Plan Commission?

approval of new site plan

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 AT THE BOTTOM ON THE REVERSE SIDE

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. **Six (6) Copies** of all materials, **one (1) copy must be 8 ½ x 11, five (5) copies to be 11 x 17 and one (1) electronic copy** *(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 2020 Schedule

*Submittal Deadline Noon on:	For Scheduled 2020 Meeting date of:
December 12 (2019)	January Tuesday Jan. 21
January 7	February 17
February 11	March 16
March 10	April 20
April 7	May 18
May 12	June 15
June 9	July 20
July 7	August 17
August 11	September 21
September 8	October 19
October 6	November 16
November 3	December 21 (Pending)
December 8	(Pending) Tuesday, Jan. 19, 2021

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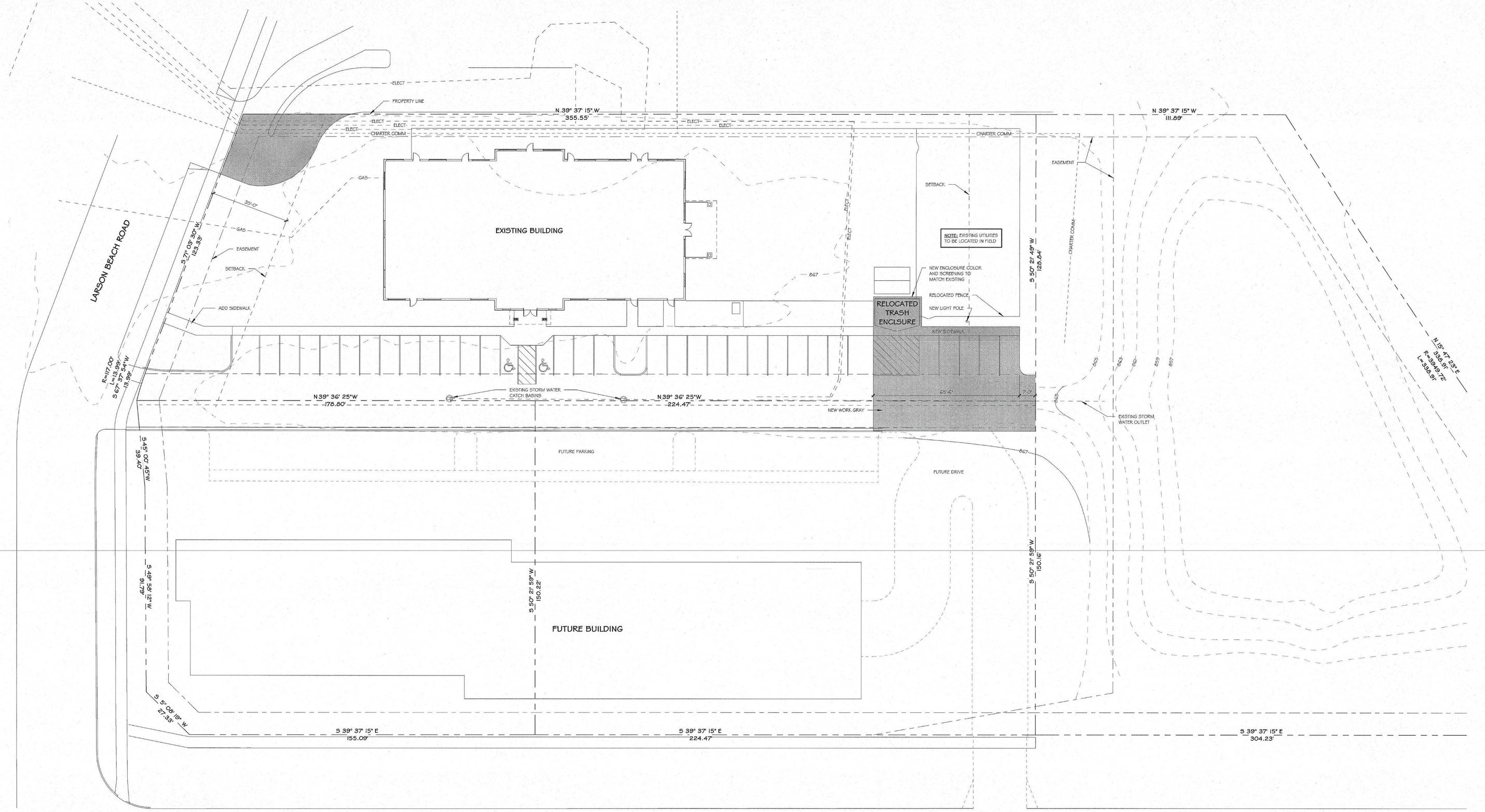
VILLAGE OF McFARLAND

*** Submittal deadline: No exceptions are given for above deadlines**

- **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. Materials submitted for review after the submittal deadline date, or incomplete submittals, will be held over until the next scheduled meeting.**
- **I understand 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. In addition, all application fees are non-refundable.**

X _____ 11-3-20

Signature of Applicant/Agent — Date



ARCHITECTURAL SITE PLAN

SCALE: 1" = 20'-0"

0' 10' 20' 40' 80'

PROJECT INFORMATION:

ORIGINAL SUBMITTAL: 2020-10-15
REVISED SUBMITTAL: 2020-11-03

OWNER: GINGER BREAD HOUSE
4896 LARSON BEACH ROAD
MCFARLAND, WI 53558

LEGAL DESCRIPTION: LOT 2 OF CSM 11273

LOT AREA: 48,918 SF

EXISTING ZONING: HIGHWAY COMMERCIAL
PROPOSED ZONING: NO CHANGE

BUILDING AREA: 8,825 SF (EXISTING)

BUILDING HEIGHT: EXISTING

PAVED AREA:
EXISTING = 11,572 SF
NEW = 2,700 SF
TOTAL = 14,272 SF

PARKING PROVIDED:
EXISTING = 29
NEW = 5
TOTAL = 34

DESIGNER - RUSSELL A. EILERS, AIA

NOTE: EXISTING PAVED AREAS ARE BASED ON DOCUMENTS PROVIDED NO FIELD VERIFICATION HAS BEEN COMPLETED. PAVED AREAS ARE ONLY CALCULATED FOR LOT 2.

PRELIMINARY PLANS NOT FOR CONSTRUCTION

REVISION:

Architectural Design Consultants, Inc.
30 Wisconsin Dells Parkway • P.O. Box 580
Lake Delton, WI 53940
Phone: (608) 254-6181 Fax: (608) 254-2139

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GINGER BREAD HOUSE
EXTERIOR ENHANCEMENTS
McFARLAND, WISCONSIN

McFRLAND ARCHITECTURAL
SITE PLAN

Drawn By: R.PEARSON
Checked By: R.EILERS
Date: 11-3-2020
Scale: AS NOTED
Job Number: 19-0148

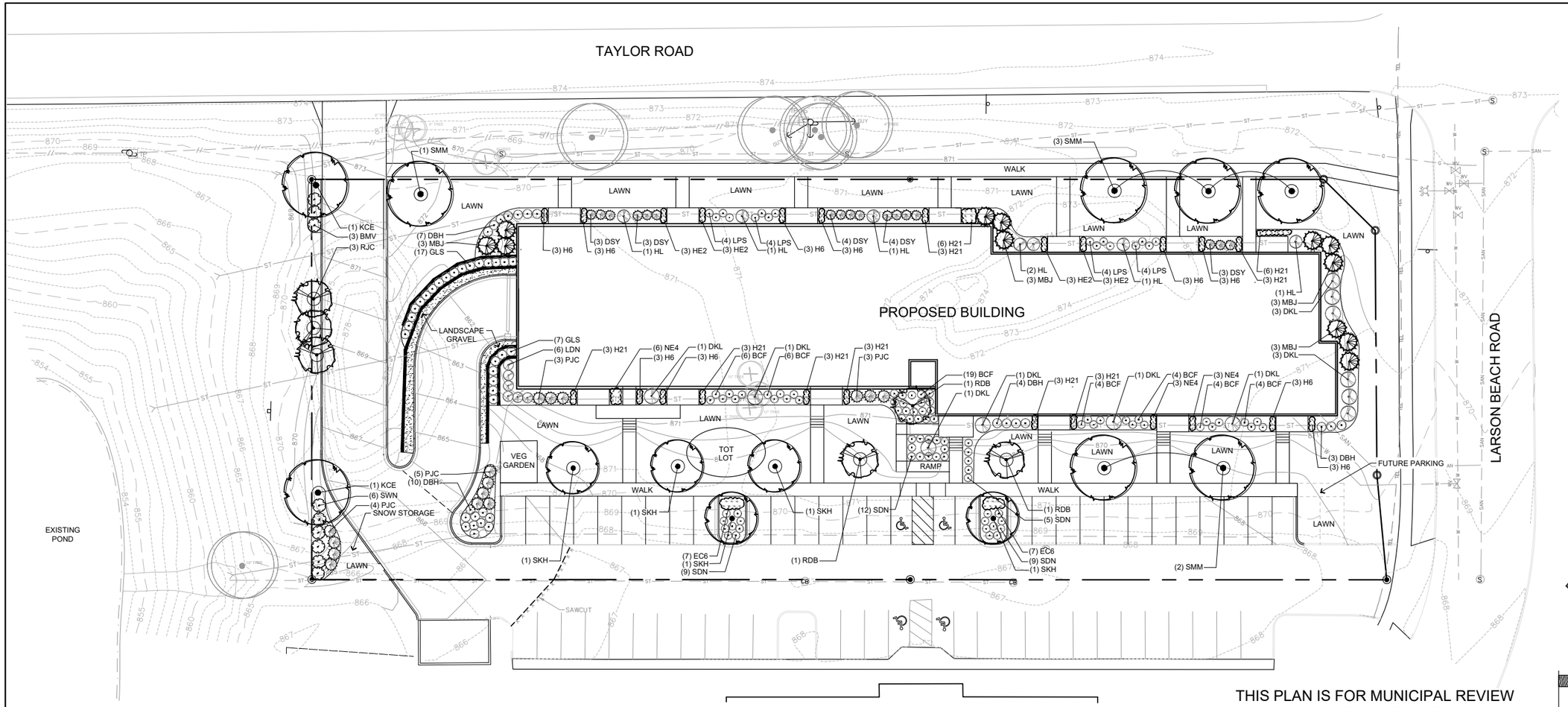
SHEET NUMBER
AS100

Paulson Rd
Taylor Rd
Paulson Rd
Taylor Rd
Larson Beach Rd

Sidewalk Extension Area

Existing Light Pole to be Replicated

Existing Trash Enclosure to be Replicated



THIS PLAN IS FOR MUNICIPAL REVIEW
NOT FOR BIDDING
OR CONSTRUCTION PURPOSES

CITY OF MCFARLAND
LANDSCAPE CALCULATIONS

PD-1 and R-3 Zoning Requirements
Division 2 Zoning Districts & District Regulations 62-66

MINIMUM LANDSCAPE POINTS

Foundation 760 LF 50 points per 100 LF
REQUIRED: 380 points
PROVIDED: 455 points

Gross Floor Area 56,944 SF 20 points per 1,000 SF
REQUIRED: 1,139 points
PROVIDED: 1,150 points

Street Frontage 50 points per100 LF
Taylor Road 380 LF
REQUIRED: 190 points
EXISTING: 4 Canopy trees (greater than 2") -160 points
PROVIDED: 1 Canopy tree - 40 points
Larson Beach Road 120 LF
REQUIRED: 60 points
PROVIDED: 2 Canopy trees - 80 points

Paved Area 15,720 SF 100 points per 10,000 SF
REQUIRED: 158 points
PROVIDED: 529 points

Multi-Family Residential Landscape Requirments
(Appendix B Village of McFarland Landscape Standards Item 6)
a) All yards sod or seed: provided
b) Street yards: addressed above
c) Rear yards and interior side yards:
Mix of canopy, evergreen and other trees 1 per 50LF
Large shrubs along 50% of LF

Northwest property line 151 LF
REQUIRED: 4 trees and 45LF tall shrubs
PROVIDED: 4 trees and 45LF tall shrubs

Southwest property line 403 LF
Not applicable - length is part of shared parking and drive isle

NOTE: (1) SSM from the east parking island was relocated to the northwest corner of the proposed building per Village Comments.

PLANT SYMBOL KEY

- CANOPY TREES
- LOW DECIDUOUS TREES
- MEDIUM EVERGREEN TREES
- DECIDUOUS TREE TO BE REMAIN
- DECIDUOUS TREE TO BE REMOVED
- TALL DECIDUOUS SHRUBS
- MEDIUM DECIDUOUS SHRUBS
- LOW DECIDUOUS SHRUBS
- MEDIUM EVERGREEN SHRUBS
- LOW EVERGREEN SHRUBS
- PERENNIALS -

GENERAL LANDSCAPE NOTES

- ALL DETAILS AND SPECIFICATIONS TO BE DETERMINED ON FINAL LANDSCAPE PLANS.
- ALL PLANTINGS SHALL COMPLY WITH STANDARDS AS DESCRIBED IN AMERICAN STANDARD OF NURSERY STOCK - ANSI Z60.1 (LATEST VERSION)
- MULCH: ALL PLANTING BEDS TO RECEIVE 3" DEEP LAYER OF SHREDDED HARDWOOD BARK MULCH. TREES IN LAWN TO BE SURROUNDED BY 5' DIA MULCH RING
- TURF SEED: DURABLE, PREMIUM COMMERCIAL BLEND.

PLANT SCHEDULE SITE

CANOPY TREES	QTY	COMMON NAME	BOTANICAL NAME	SIZE	ROOT	REMARKS
SMM	6	State Street Miyabe Maple	Acer miyabei `Morton` TM	2" CAL / 6' HT	B&B	Full, matching heads
SKH	5	Street Keeper Honey Locust	Gleditsia triacanthos `Draves`	2" CAL / 6' HT	B&B	Full, matching heads
KCE	2	Espresso Kentucky Coffeetree	Gymnodadus dioica `Espresso`	2" CAL / 6' HT	B&B	Full, matching heads
LOW DECIDUOUS TREES	**QTY**	**COMMON NAME**	**BOTANICAL NAME**	**SIZE**	**ROOT**	**REMARKS**
RDB	3	Eastern Redbud	Cercis canadensis	2" CAL / 6' HT	B&B	Full, matching heads. Northern grown
RJC	3	Red Jewel Crab Apple	Malus x `Red Jewel`	2" CAL / 6' HT	B&B	Full, matching heads
LOW EVERGREEN TREES	**QTY**	**COMMON NAME**	**BOTANICAL NAME**	**SIZE**	**ROOT**	**REMARKS**
MBJ	12	`Mountbatten` Juniper	Juniperus chinensis `Mountbatten`	4` HT	B&B	Unsheared
TALL DECIDUOUS SHRUBS	**QTY**	**COMMON NAME**	**BOTANICAL NAME**	**SIZE**	**ROOT**	**REMARKS**
SWN	6	Summer Wine Ninebark	Physocarpus opulifolius `Seward`	24" HT	B&B	
BMV	3	Blue Muffin Arrowwood Viburnum	Viburnum dentatum `Chistom`	3` HT	B&B	
MEDIUM DECIDUOUS SHRUBS	**QTY**	**COMMON NAME**	**BOTANICAL NAME**	**SIZE**	**ROOT**	**REMARKS**
HL	7	Little Quick Fire Hydrangea	Hydrangea paniculata `Little Quick Fire`	24" HT	CONT.	
LDN	6	Little Devil Dwarf Ninebark	Physocarpus opulifolius `Little Devil` TM	24" HT	CONT.	
DKL	12	Dwarf Korean Lilac	Syringa meyeri `Palibin`	24" HT	CONT.	
MEDIUM EVERGREEN SHRUBS	**QTY**	**COMMON NAME**	**BOTANICAL NAME**	**SIZE**	**ROOT**	**REMARKS**
DSY	17	Dense Yew	Taxus x media `Densiformis`	18"SPD	CONT.	
LOW DECIDUOUS SHRUBS	**QTY**	**COMMON NAME**	**BOTANICAL NAME**	**SIZE**	**ROOT**	**REMARKS**
SDN	35	Nikko Slender Deutzia	Deutzia gracilis `Nikko`	18" HT	CONT.	
DBH	24	Dwarf Bush Honeysuckle	Diervilla lonicera	18" HT	CONT.	
BCF	47	Beaver Creek Dwarf Fothergilla	Fothergilla gardenii `Klmtwo`	18" HT	CONT.	
GLS	24	Gro-Low Fragrant Sumac	Rhus aromatica `Gro-Low`	18" HT	CONT.	
LPS	16	Little Princess Spirea	Spiraea x japonica `Little Princess`	18" HT	CONT.	
LOW EVERGREEN SHRUBS	**QTY**	**COMMON NAME**	**BOTANICAL NAME**	**SIZE**	**ROOT**	**REMARKS**
PJC	15	Kallay Compact Pfitzer Juniper	Juniperus chinensis `Kallays Compact`	18"SPD	CONT.	
PERENNIALS	**QTY**	**COMMON NAME**	**BOTANICAL NAME**	**SIZE**	**ROOT**	**REMARKS**
EC6	14	Magnus Purple Coneflower	Echinacea purpurea `Magnus`	4 1/2"	POT	18" Spacing
H6	30	Little Business Daylily	Hemerocallis x `Little Business`	4 1/2"	POT	24" Spacing
H21	36	Stella de Oro Daylily	Hemerocallis x `Stella de Oro`	4 1/2"	POT	18" Spacing
HE2	12	Palace Purple Coral Bells	Heuchera micrantha `Palace Purple`	4 1/2"	POT	15" Spacing
NE4	12	Kit Kat Catmint	Nepeta x faassenii `Kit Kat`	4 1/2"	POT	18" Spacing

811 Know what's below. Call before you dig.

THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS PLAN ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES.

R.A. SMITH, INC. ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THIS PLAN WITHOUT THE EXPRESSED WRITTEN CONSENT OF R.A. SMITH, INC.

DATE	DESCRIPTION
08/11/2020	VILLAGE COMMENTS
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raSmith
CREATIVITY BEYOND ENGINEERING
16745 W. Bluemound Road
Brookfield, WI 53005.5938
(262) 781-1000
rasmith.com
Brookfield, WI | Milwaukee, WI | Appleton, WI | Madison, WI | Cedarburg, WI
Mount Pleasant, WI | Naperville, IL | Irvine, CA

MSP MCFARLAND
MCFARLAND, WI

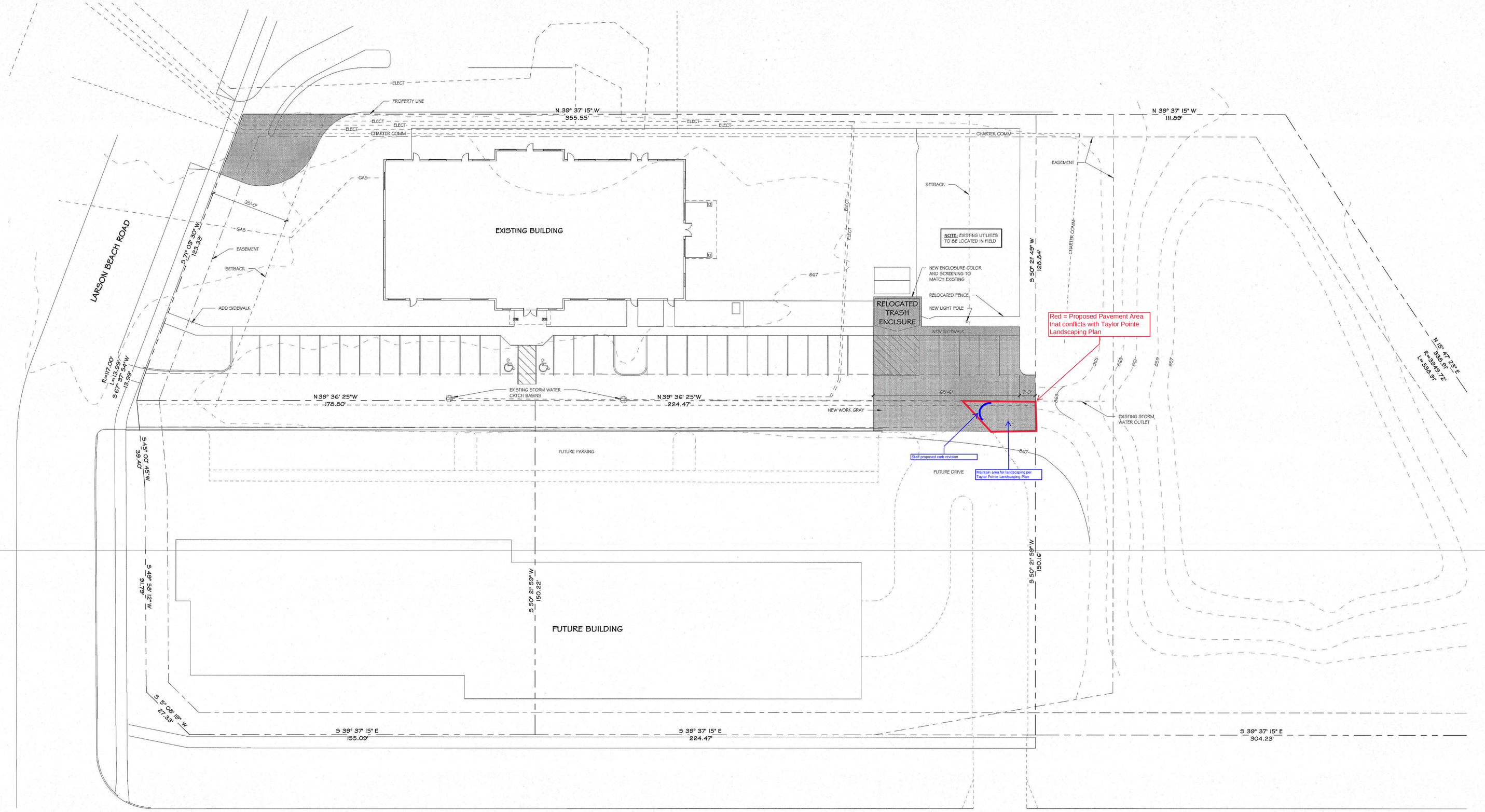
LANDSCAPE PLAN

© COPYRIGHT 2020
R.A. Smith, Inc.

DATE: 07/06/2020
SCALE: 1" = 20'
JOB NO. 3200152
PROJECT MANAGER: LUKE J. HAAS, PLA
DESIGNED BY: NJW/LJH
CHECKED BY: LJH

SHEET NUMBER
L1.0

Village Staff Comments



ARCHITECTURAL SITE PLAN

SCALE: 1" = 20'-0"

0' 10' 20' 40' 80'

PROJECT INFORMATION:

ORIGINAL SUBMITTAL: 2020-10-15
REVISED SUBMITTAL: 2020-11-03

OWNER: GINGER BREAD HOUSE
4896 LARSON BEACH ROAD
MCFARLAND, WI 53558

LEGAL DESCRIPTION: LOT 2 OF CSM 11273

LOT AREA: 48,918 SF

EXISTING ZONING: HIGHWAY COMMERCIAL
PROPOSED ZONING: NO CHANGE

BUILDING AREA: 8,825 SF (EXISTING)

BUILDING HEIGHT: EXISTING

PAVED AREA:
EXISTING = 11,572 SF
NEW = 2,700 SF
TOTAL = 14,272 SF

PARKING PROVIDED:
EXISTING = 29
NEW = 5
TOTAL = 34

DESIGNER - RUSSELL A. EILERS, AIA

NOTE: EXISTING PAVED AREAS ARE BASED ON DOCUMENTS PROVIDED NO FIELD VERIFICATION HAS BEEN COMPLETED. PAVED AREAS ARE ONLY CALCULATED FOR LOT 2.

PRELIMINARY PLANS NOT FOR CONSTRUCTION

REVISION:

Architectural Design Consultants, Inc.
30 Wisconsin Dells Parkway • P.O. Box 580
Lake Delton, WI 53940
Phone: (608) 254-6181 Fax: (608) 254-2139

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GINGER BREAD HOUSE
EXTERIOR ENHANCEMENTS
McFARLAND, WISCONSIN

McFRLAND ARCHITECTURAL
SITE PLAN

Drawn By:	R.PEARSON
Checked By:	R.EILERS
Date:	11-3-2020
Scale:	AS NOTED
Job Number:	19-0148

SHEET NUMBER
AS100

11/3/2020 12:56:46 PM BIM 360://19-014 GingerBread House/19-014_GingerBread House McFarland-Central.rvt

McFarland Fire & Rescue Department
5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110
(608) 838-3278 • Fax: (608) 838-3619
Emergency: 911

Christopher Dennis
Fire & Rescue Chief

January 11, 2021

Andrew Bremer, AICP
Community & Economic Development Director
5915 Milwaukee St.
McFarland, WI 53558

RE: Site Plan Review for the proposed MSP Multi-housing project at Taylor Road and Larson Beach Road-Dumpster relocation

Dear Andrew,

I have reviewed the proposed multi-family building within the property lot at the intersection of Larson Beach Road and Taylor Road.

The McFarland Fire & Rescue Department at this time does not have any concerns with the proposed dumpster relocation as long as driveway width and radius remains compliance with the IFC 2015-Appendix D.

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

Sincerely,

Mitchell Sutter

Mitchell Sutter
Fire Inspector/Public Education Specialist

Cc: Chris Dennis, Fire & EMS Chief (McFarland Fire & Rescue Department)

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Tuesday, January 19, 2021**

SECTION: **Business**

DEPARTMENT: **Community Development**

CONTACT: **Andrew Bremer, Comm & Eco Dev Director**

AGENDA ITEM: **Discussion and possible action on a site/design review application submitted by Joy Wheeler for a proposed outdoor dining patio/consumption area at the Green Lantern Restaurant located at 4412 Siggelkow Road, McFarland, WI.**

PREVIOUS ACTION:

ISSUE SUMMARY:
The Green Lantern is proposing to add a 1,606 square foot outdoor dining and consumption area on the east side (front yard) of the restaurant. This project requires approval of a Site/Design application by the Plan Commission in addition to approval of an Outdoor Consumption Area Application by the Village Board. On January 13th the Public Safety Committee met to review the Outdoor Consumption Area Application. A copy of the Departments comments, as provided to the Public Safety Committee, is included in the packet, in addition to comments from the Fire & Rescue Department. The Public Safety Committee recommended *an approximately 1600 square foot outdoor consumption area with a variance to allow outdoor consumption beginning at 8 a.m. and to meet staff recommendations on lighting, security cameras, posting of the max occupancy, and a limited liability agreement. Freight and loading would also be moved to the north side of the building, two parking spaces would be added in the current loading zone, and protective bollards or masonry columns spaced about four feet apart would be added to the perimeter along Siggelkow Road.*

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:
The property is planned as Mixed Use/Flex Commercial within the Future Land Use Map of the Village's Comprehensive Plan.

ORDINANCE REFERENCE:
Sec. 8-369 Fence Standards
Sec. 11-64(n) Outdoor Consumption
Sec. 62-310 Site/Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
Recommend postponing action until the applicant can complete and submit to the Village a Plat of Survey by a registered land surveyor to illustrate the location of the proposed patio area and

fencing in relation to the existing highway easement, property lines and building location on the property. Further conditioned on drafting a Limited Liability Agreement as part of the revised application if the proposed patio area and fencing is proposed to be located in the existing highway easement.

ATTACHMENTS:

1. 1.19.21 PC - 4412 Siggelkow Rd - Site Design (11.17.20)
2. 4412 Siggelkow Road_C&ED Memo_1.07.21
3. 4412 Siggelkow Road_F&R Ltr_11.19.20

RECEIVED
NOV 17 2020
VILLAGE OF McFARLAND

Village of McFarland
Community Development Department

Plan Commission Application – 2020

~Application must be completed in full~

Applicant - Owner	Green Lantern	Applicant's Agent	Joy Wheeler
	Joy Wheeler	Name	
Address	4412 Siggelkow Rd.	Address	Same
Email	glrestaurant@gmail.com	Email	←
Phone #	(608) 838-4730	Phone #	
Fax #		Fax #	

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

Requires Public Hearing (Class One)	FEES	Requires Public Hearing (Class Two)	FEES	Public Hearing Not required	FEES
☐ Preliminary Plat	$500+AF	☐ Conditional Use	$370+F	☐ Annexation	At cost
☐ Preliminary Plat (reapplication)	$500+BF	☐ Rezoning (map)	$405+	☐ Dev. Agreement Including Addendums	$400 F
☐ Certified Survey Map	$300+FG	☐ Zoning Amendment (text)	$405 +F	☐ Final Plat	$500 +CF
☐ Condominium	$300+EF	☐ Variance-Board of Zoning Appeals	$380+F	☐ Final Plat (reapplication)	$400 +DF
☐ Comprehensive Plan Amendment	$500+F			☐ Site/Design Review	$400 + F

+ = 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.

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

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

Outdoor patio / consumption area with dining,

What action is the applicant requesting of the Plan Commission?

Fenced in area for outdoor dining.

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 AT THE BOTTOM ON THE REVERSE SIDE

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. **Six (6) Copies** of all materials, **one (1) copy must be 8 ½ x 11, five (5) copies to be 11 x 17 and one (1) electronic copy** (*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 2020 Schedule

*Submittal Deadline Noon on:	For Scheduled 2020 Meeting date of:
December 12 (2019)	January Tuesday Jan. 21
January 7	February 17
February 11	March 16
March 10	April 20
April 7	May 18
May 12	June 15
June 9	July 20
July 7	August 17
August 11	September 21
September 8	October 19
October 6	November 16
November 3	December 21 (Pending)
December 8	(Pending) Tuesday, Jan. 19, 2021

*** Submittal deadline: No exceptions are given for above deadlines**

- **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. Materials submitted for review after the submittal deadline date, or incomplete submittals, will be held over until the next scheduled meeting.**
- **I understand 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. In addition, all application fees are non-refundable.**

X Jay M. Wheeler
Signature of Applicant/Agent

11-1-2020
Date

RECEIVED
NOV 17 2020
VILLAGE OF McFARLAND

VILLAGE OF McFarland

Application for an Outdoor Consumption Area
Pursuant to Village Ordinance Chapter 11

***Any physical change to a licensed premise requires Village board approval.**

No Fee

RECEIVED
NOV 17 2020
VILLAGE OF McFARLAND

1. Applicant Information

Name of Individual, Partnership, LLC, or Corporation that holds the current Alcohol Beverage License:
Green Lantern Restaurant

DBA:

Address of establishment:	City, State and Zip Code:
4412 Siggelkow Rd.	McFarland, WI 53558
Contact Name::	Contact Telephone Number:
Joy Wheeler	(608) 838-4730

2. Premise information

Gross floor area of the indoor licensed premise within a permanent building:
4550 Sq. Ft.

Proposed Square Footage of Outdoor Area:*
1606 Sq Ft.

**Outdoor area may not be larger than 50% of the gross floor area of the licensed premise within a permanent building without a variance granted by the Village Board. To request a variance, please see section 8 of the application.*

3. Outdoor Consumption Section

Is the proposed outdoor consumption area within 50 feet of the lot line of a parcel zoned, or used for residential purposes?*

☒ - No ☐ - Yes, see section 8 of application to request a variance

**This prohibition shall not apply to an outdoor area where an accessory apartment exists on the same parcel as the licensed premise.*

Will the outdoor area have amplified sound including but not limited to live music, loud speakers, call systems, etc.?

☒ - No ☐ - Yes.

Hours of operation for an outdoor consumption area shall be limited to Sunday through Thursday 11:00 a.m. to 10:00 p.m., and Friday and Saturday 11:00 a.m. to 11:00 p.m. Will the proposed outdoor consumption area meet this standard?

☐ - Yes ☒ - No, see section 8 of application to request a variance

Is the proposed outdoor area directly connected to the indoor licensed premise?

☒ - Yes ☐ - No

If no, please attach a security plan that explains how alcohol will be served, and how alcohol consumption will be monitored. Provide specific details on how you intend to prevent consumption outside of the licensed premise and how you will prevent underage alcohol consumption.

4. Outdoor Sporting Activity Section

Will the proposed expansion involve an outdoor sporting activity area:?

☐ - Yes ☒ - No

If yes, you will need an outdoor sporting activity application in addition to this application.

5. Attachments/Requirements

The following must be submitted with your application:

☒ - Site Plan or drawings demonstrating the size, location, surface, and building materials, fencing (not less than 4 ft in height), signage including proposed use of the outdoor area.

☒ - Picture of proposed fencing/fencing material. metal | Iron

6. Certification

I certify that the information contained in this application is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Village Code of Ordinances and State Law.

Signature of Applicant:	Date:
Jay M. Wheeler	11-1-2020

7. Standards for Outdoor Consumption Area

a. The perimeter of any outdoor portion of a licensed premises shall be enclosed by a permanent, secure fence not less than four feet in height. Such fence shall be constructed of wood, plastic or metal and erected and maintained in accordance with all applicable Village Ordinance. 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 during the applicable sports season. 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.

b. Hours of outdoor consumption are restricted to 11:00 a.m. to 10 p.m. Sunday through Thursday, and 11:00 a.m. to 11:00 p.m. on Friday and Saturday.

c. Amplified music, speakers, microphones, televisions and other audio video devices shall be subject to Chapter 20, Article III of the Village Code of Ordinances regarding Noise and section 11-69(f) if applicable. Commercial zoned shall be limited to 70 db at all times. Noise is measured at the property line. Outdoor amplification of noise is not allowed after 10 p.m.

d. A conspicuous notice shall be posted at each fire exit stating: "No Beer, Liquor or Wine May Be Carried in an Open Container Beyond this Point."

e. No bar/counter service shall be permitted in outdoor areas, however, wait staff may serve in the outdoor area.

f. 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/or drink. Smoking may be permitted in accordance with applicable State and local regulations.

g. 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.

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

i. 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.

j. 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.

8. Variance – ONLY COMPLETE SECTION IF YOU ARE REQUESTING A VARIANCE FROM THE MINIMUM STANDARDS IN SECTION 7.

- The above noted standards in section 7 shall be the minimum conditions of all outdoor licensed areas unless the Village Board makes a specific finding that the condition is not necessary to protect the public health, safety or welfare.

Please identify any variances requested from the minimum standards that you would like considered by the Village Board. I am requesting a variance from the following standard(s):

1. Outdoor areas are prohibited within 50 feet of the lot line of a parcel zoned, or lawfully used for residential purposes.

   Proposed distance from residential lot line: _____

   Explanation as to why the variance is needed/requested and why it will not cause a nuisance or concern for public health, safety and welfare:

   _____

   _____

   _____

2. The hours during which consumption may be permitted are 11:00 a.m. to 10:00 p.m. Sunday through Thursday, and Saturday and Sunday from 11:00 a.m. to 11:00 p.m.

   Proposed Hours of Outdoor consumption area: Sunday - Saturday 8:00am ~~10:00pm~~

   Explanation as to why the variance is needed/requested and why it will not cause a nuisance or concern for public health, safety and welfare:

   We serve breakfast at 7:00 am every day. Some patrons like to enjoy a bloody mary or other alcoholic beverage. Wait staff and management will assure no loud behavior as they do inside.

3. The perimeter of any outdoor portion of a licensed premise shall be enclosed by a permanent, secure fence not less than four feet in height. Such fence shall be constructed of wood, plastic, or metal and erected and maintained in accordance with all Village Ordinances.

   Proposed fence height and materials: _____

   Explanation as to why the variance is needed/requested and why it will not cause a nuisance or concern for public health, safety and welfare:

   _____

   _____

   _____

4. Amplified music, speakers, microphones, televisions, and other audio/video devices shall be subject to Chapter 20 regarding noise, which shall limit noise on all commercial properties to 70db, and no noise allowed between the hours of 10 p.m. and 7:00 a.m.
   Variance requested: _____

   Explanation as to why the variance is needed/requested and why it will not cause a nuisance or concern for public health, safety and welfare:

   _____

   _____

   _____

5. The size of the outdoor area shall be not larger than 50 percent of the gross floor area of the licensed premise within a permanent building.

   *Proposed size of outdoor area:*_____ *Percentage of gross floor area:*_____

   Explanation as to why the variance is needed/requested and why it will not cause a nuisance or concern for public health, safety and welfare:

   _____

   _____

   _____

Proposed Outdoor Dining
Write a description for your map.
Legend
4412 Siggelkow Rd
4412 Siggelkow Rd
Trash Employee Staging Area
Screen Fence
4' GATE (STAFF)
MAIN 4' HANDICAP ACCESS TO SIX DOOR
4' GATE
Bike RACKS
PLANTER BOXES BIKE RACKS
TRANSITION EXISTING BIKE PARKING AREA BACK TO CARS (SAFER/KEEPS BIKES OFF ROADWAY?)
Google Earth
40 ft

CLASSIC™

Timeless Elegance

Classic style features extended pickets that culminate to an arrow-pointed spear capture the beautiful look of old style wrought iron fencing. Single, double and arched walk gates that perfectly match this fence style are also available.

- *2-rail panels in 3', 3½', 4' and 5' heights, with a standard or flush bottom rail*
- *3-rail panels in 3', 3½', 4', 5' and 6' heights, with a standard or flush bottom rail*

MAJESTIC™

Modern Beauty

Majestic's flush top rail projects a clean, streamlined look that make it one of the most popular styles in the Montage family. Single, double and arched walk gates that perfectly match this fence style are available as well.

- *2-rail panels in 3', 3½', 4' and 5' heights, with a standard or flush bottom rail*
- *3-rail panels in 3', 3½', 4', 5' and 6' heights, with a standard or flush bottom rail (4½' panels available with flush bottom rail only)*

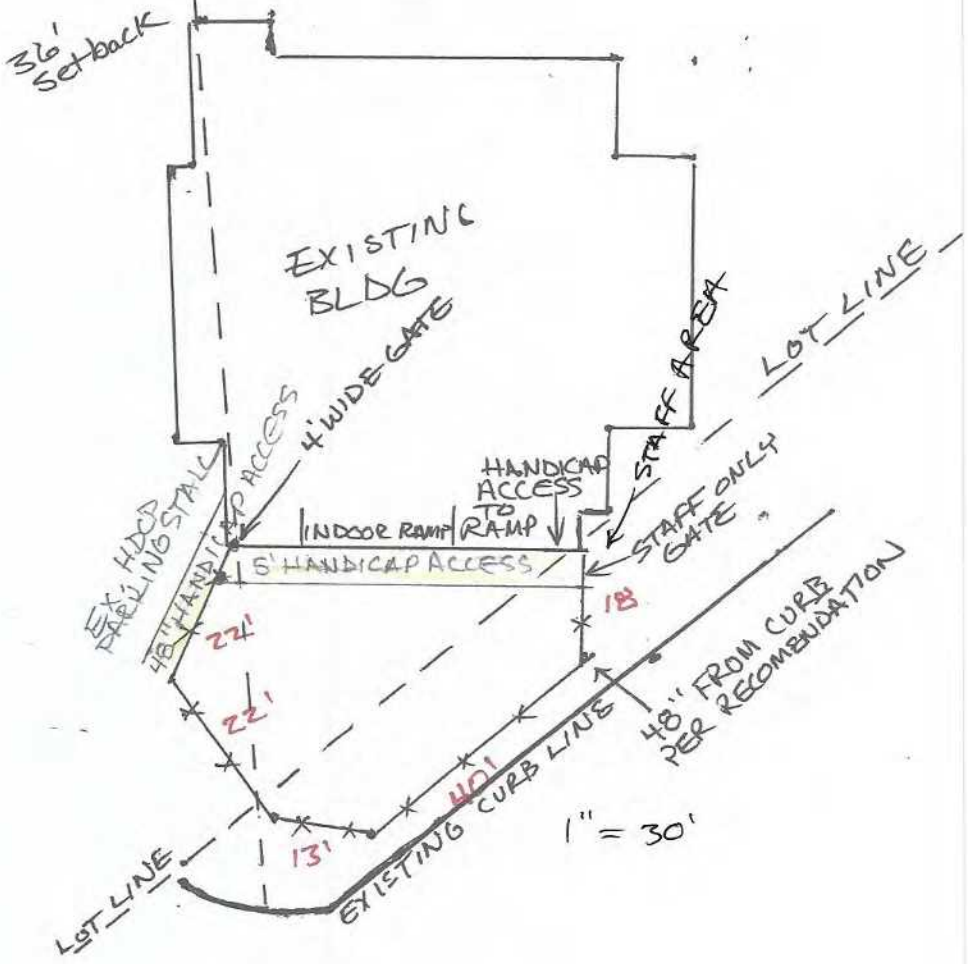
GENESIS™

Creatively Distinct

Genesis style's extended flat-topped pickets serve as a foundation for your choice of accent finials providing a customized design. Single, double and arched walk gates that perfectly match this fence style are available as well.

- *2-rail panels in 3', 3½', 4' and 5' heights, with a standard or flush bottom rail*
- *3-rail panels in 3', 3½', 4', 5' and 6' heights, with a standard or flush bottom rail*

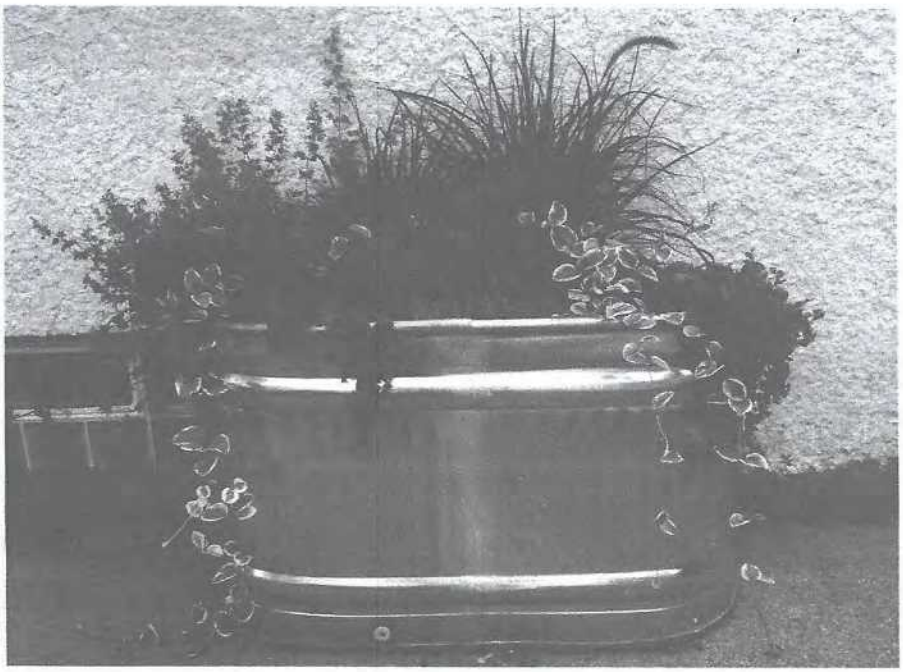
Additiional material submitted 1.12.21



*ITEM 4

Proposed to be half Full of Water WITH POTTED PLANTS ON TOP/ Water adds to protection from errant Vehicle at intersection

Could be used at eitire perimeter IF necessary



*ITEM 6

Screen Fence intent is to block View of staff Area

Memorandum

To: Public Safety Committee

From: Andrew Bremer, AICP, Community & Economic Development Director

Date: January 7, 2021

Re: 4412 Siggelkow Road – Green Lantern Restaurant, Outdoor Consumption Area Application

On January 19, 2021, the Plan Commission will review Green Lantern's Site/Design Application to add an outdoor consumption area to the front yard of the restaurant. The following memo addresses those aspects of the proposed project most relevant to public safety and Sec. 11-64(n) related to outdoor consumption areas.

1. Proximity to Residential Uses. The property is zoned Commercial General (C-G). The outdoor patio area is not within 50 feet of the lot line of a parcel zoned for residential purposes. The proposed patio area is approximately 60-65 feet from the lot line of 5005 Card Ave, which is the closest parcel zoned for residential purposes.

2. Fencing Material/Design. The applicant proposes to use a black metal/iron fence four feet in height. The Department generally supportive of this proposed design, noting those comments under protective bollards. The revised patio fencing will need a building permit from the Building Inspector. The Applicant's site plan describes an additional "screen fence" on the north side of the patio area. The Department recommends the Applicant clarify this design feature as the details/purpose of this feature are unclear.

3. Fencing Location/Highway Easement. The parcel description/deed for the property notes the property is *subject to an access easement over the northerly 3 Rods in width described in D667/277 & 278*. The 1957 deed describes reserving for highway purposes (i.e. McDaniel Lane) a strip or parcel of land 3 rods in width along and upon the Northeast side of the parcel boundary along the railroad. A rod is a 16.5 feet, so 49.5 feet total. Attached to this memo is a marked-up copy of a parcel map created by the Department using the County's mapviewer DCiMap. Note, there can be inaccuracies between the imagery and the actual location of parcel lines, so these measurements are purely estimates. However, using the parcel lines and imagery the Department attempted to identify the boundaries of the highway easement as measured from the eastern property lane across McDaniel Lane. If the photo and parcel lines are even close to accurate, the patio as proposed, appears to be within the highway easement area and would need to be reduced to roughly 1,000 square feet to be located outside of both the highway easement and Siggelkow Road right-of-way. The Department drawing is not survey accurate, but it appears the highway easement area could extend from the back of curb on McDaniel Lane about 8-10'. The drawing was made for informational purposes only. A Plat of Survey by a registered land surveyor would provide an accurate depiction of the existing parcel lines, easements, and building locations from which to determine any existing or proposed encroachments to the highway easement on McDaniel Lane and right-of-way on Siggelkow Road. The surveyor would be able to outline the location of the proposed fence on the Plat of Survey as well. It may be possible, through adoption of a Limited License Agreement, to locate the fencing and seating area improvements in the easement area. This type of arrangement was approved as part of the

McFarland House Café patio expansion last year. The Department recommends a Plat of Survey be completed by the property owner prior to final approval of the site plan by the Plan Commission.

4. Vehicular Protective Barriers. Similar to applications received last year for outdoor consumption areas from the Maple Tree Restaurant and Angelo's Restaurant, the Department recommends consideration of some type of protective barrier around the entire perimeter of the outdoor patio given the proximity to vehicular travel lanes and proposed off-street parking stalls. If bollards are used, they should be no taller than the height of the fence and integrated into the fence perimeter at regular intervals to prevent passage by a vehicle. A more aesthetically pleasing approach to the bollards would be the construction of stone/masonry columns integrated into the fence perimeter at regular intervals to prevent passage by a vehicle. The Department recommends the Committee discuss the preferred type/design of protective barriers with the Applicant. The Plan Commission will do the same as part of their site design approval.

5. Ingress/Egress and Parking. The proposed outdoor patio area will remove six off-street parking spaces. The Department notes that these existing off-street parking spaces are non-conforming to Sec. 62-172 of the Zoning Code, which states in part, "no parking area of more than two spaces shall be designed as to require any vehicle to back into a public street." The existing parking lot does require vehicles to back into the public street to exit the lot, or pull forward over the curb. Using this space for an outdoor patio would remove the non-conforming parking lot and improve ingress/egress safety. The Applicant is proposing to transition the existing bike parking along McDaniel Lane in front of the proposed patio to off-street parking. This area is approximately 45 feet long and therefore would support two 22-foot-long parking stalls, resulting in a net loss of four parking stalls. It should be noted that this area is currently signed for No Parking Mon-Fri 6am-4pm for freight delivery. Bike parking would be relocated off-street, which would also improve safety for bicycle users. The freight delivery restrictions were put in place sometime after 2017 due to safety concerns caused by delivery trucks double parking vehicles and temporarily blocking vehicular movements on McDaniel Lane (refer to aerial and streetview photos in this report). Regarding this aspect of the proposals there are a couple of options for consideration:
    a. Leave the pavement stripping in place (no change).
    b. Restripe for two parking stalls as previously existed prior to 2017 but maintain the same no parking hourly restrictions/signage.
    c. Restripe for two parking stalls and modify the existing hourly parking restrictions to better align with typical delivery times if the existing timeframe is considered too long.
    d. Restripe for two parking stalls and relocate the freight loading zone. There maybe some opportunity to relocate the freight loading zone onto the premise, possibly along the north side of the building, which may or may not require some modification to existing parking stalls or trash enclosures on the premise to enable trucks to maneuver through the site.

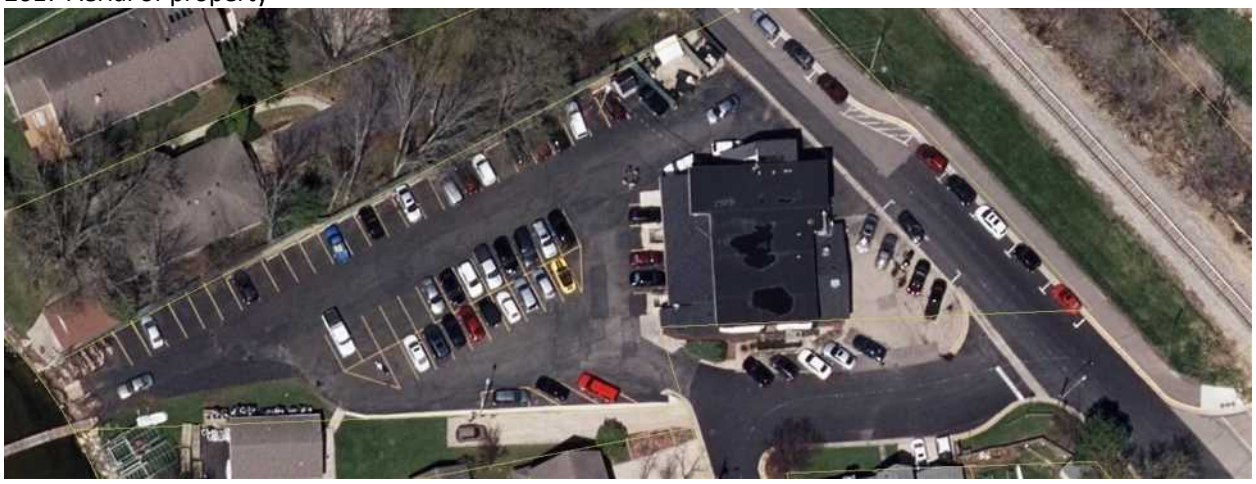
6. Lighting & Security Cameras. It is unclear whether there will be any changes to the outdoor lighting of the patio area. The Department recommends the Committee discuss lighting design of the patio area with the applicant. The Department also recommends the Committee discuss security camera needs for this area. The Plan Commission will do the same as part of their site design approval.

The Department is generally supportive of adding an outdoor patio area, pending discussion by the Public Safety Committee and Plan Commission regarding the items of concern raised in this memo.

Photos of the property/site area:

2020 Aerial of property

2017 Aerial of property



2020 Streetview of Freight Loading Zone

2007 Streetview of Freight Loading Zone

2020 Streetview of existing front yard parking area

DCiMap Version 3.6.2

This map is for informational purpose only

Find address or PIN

~1,000 SF

McFarland Fire & Rescue Department
5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110
(608) 838-3278 • Fax: (608) 838-3619
Emergency: 911

November 19, 2020

To: Public Safety Committee

From: Mitchell Sutter, Fire Inspector/Public Education Specialist

RE: Site Plan Review for 4412 Siggelkow Road, the Green Lantern Restaurant.

I have reviewed the proposed change in the outdoor fenced area requested by the Green Lantern Restaurant.

The occupancy load of the proposed addition, based on the square footage information provided, will be 107 persons. The seating arrangement is assuming adjustable seating or standing room. The occupant load within the outdoor patio area must be posted per the International Fire Code (IFC) 1004.3

At this time, the McFarland Fire & Rescue finds no other concerns with the proposed patio expansion and recommends approval.

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

Sincerely,

Mitchell Sutter

Mitchell Sutter
Fire Inspector/Public Education Specialist

Cc: Chris Dennis, Fire & EMS Chief (McFarland Fire & Rescue Department)

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Tuesday, January 19, 2021**

SECTION: **Business**

DEPARTMENT: **Community Development**

CONTACT: **Andrew Bremer, Comm & Eco Dev Director**

AGENDA ITEM: **Discussion regarding potential use and revitalization of 5979 Siggelkow Road, former Waubesa School, preapplication meeting requested by property owner Urso Bros LLC.**

PREVIOUS ACTION:

ISSUE SUMMARY:

Urso Bros LLC purchased the former Waubesa School, 5979 Siggelkow Road, and is renting back to the former owner Common Threads until they find a new location. Kevin Urso has requested to appear before the Plan Commission for a pre-application discussion. Urso Bros LLC would like to move their offices to this property and renovate the interior back to its more original condition. The property is on the National Register of Historic Properties. Mr. Urso is also interested in adding an accessory 30' x 60' workshop/storage building for the business to the property. There are a number of unique aspects to this property that Mr. Urso would like to have a preliminary discussion with the Plan Commission prior to submitting applications for official Village consideration.

1. Zoning Designation. The property is 1.3 acres in size and is currently zoned A-1 Exclusive Agricultural (Dane County Zoning), which the zoning designation of the property when it was annexed to the Village in 2008. The current A-1 zoning classification provides for very limited opportunities for non-agricultural uses; thus Mr. Urso would like to discuss potential rezoning opportunities. The packet includes a copy of the Statement of Purpose for the Village's Zoning Districts, along with the tables of permitted and conditional uses within the Village's commercial districts. One consideration is for rezoning of the property to the Commercial-Limited (C-L) District. The purpose of the C-L District is "to accommodate business and neighborhood consumer needs for services and storage space located in proximity to residential areas without creating a nuisance to the neighborhood." “Architectural Engineering and Related Services” is a permitted use in the C-L District. This is defined by the 2007 US Census North American Industrial Classification System (NAICS) as This industry comprises establishments primarily engaged in planning and designing residential, institutional, leisure, commercial, and industrial buildings and structures by applying knowledge of design, construction procedures, zoning regulations, building codes, and building materials. Real estate offices, photo studios, accounting and tax preparation, insurance businesses are also permitted uses in the C-L District. Another option could be to rezone to the Planned Development Infill District to tailor use and setback

restrictions more specifically to the property. The Plan Commission has previously discussed rezoning the property in 2008 and 2013. In 2008, Common Threads was seeking to rezone the property Commercial General C-G as part of proposed expansion of the building and parking lot. This application was ultimately withdrawn due to the recession causing Common Threads to reconsider their building expansion project. At the time, there was concern about other potential commercial uses allowed in the C-G District that could occupy the property in the future should Common Threads vacate the premise and their associated impact on the surrounding properties. In 2013, zoning of the property was again discussed at a pre-application meeting with the Plan Commission as Common Threads was considering a parking lot addition off Holscher Road.

2. Comprehensive Plan Designation. Any consideration to rezone the property will need to be consistent with the Village's Comprehensive Plan at the time of the rezone approval. The property is identified as Institutional and Governmental on the Future Land Use Map of the Village's Comprehensive Plan. This designation is likely a reflection of the type of property owner/use at the time the plan was adopted. The packet includes a copy of the Future Land Use Map and Figure 4.1 which further describes the general description of land uses allowed and typical implementing zoning districts. The latter describes "different residence or commercial districts" as typical implementing zoning districts, due to the fact that institutional and government uses are contained within the Village's residential and commercial zoning districts, as opposed to a standalone institutional zoning district. Therefore, as part of, or prior to an application to rezone the property, Mr. Urso would also like the Village to consider a Comprehensive Plan Amendment to change the future land use designation. One consideration is to designate the property under the Mixed-Use/Flex Commercial District. Note, that the C-L district is not listed as a Typical Implementing Zoning District under the Mixed-Use/Flex Commercial land use in Figure 4.1; however, page 32 of Volume 2 of the plan notes other zoning districts besides those listed in the table may be appropriate. Given the C-H district is listed as a typical implementing zoning district, a rezone to C-L could be considered consistent with the Mixed-Use/Flex Commercial land use designation as the C-L district is a less intensive commercial district as compared to the C-H district.
3. Accessory Structures. Commercial accessory structures are limited to rear yards and must be 10 or more feet from property lines. The property has a small rear yard area given it is a corner lot and the location of the principal building. Urso's has submitted a conceptual site plan illustrating the proposed accessory structure. While the structure meets the 10-foot setback requirements it is partially located in the side yard. The owner would need to obtain a variance from the Board of Zoning Appeals to develop the structure as proposed. Alternatively, if the property were rezoned PD-I the structure could be allowed as part of a Detailed Implementation Plan. The property size and principal building location will present challenges to developing the desired accessory structure. There is also an existing wooden fence around the property. The location along Holscher Road is in the right-of-way as shown on the design plans from the 2017 Holscher Road improvement project.
4. Right-of-Way & Access. The packet includes an aerial photo of the property. It illustrates how the property line along Siggelkow Road extends beyond the sidewalk into the road. It also shows how the 2017 Holscher Road project created additional ROW depth. As part of consideration of a rezoning application, Village Staff recommends

consideration to dedicate ROW along Siggelkow Road to the Village and Village consideration of vacating excess ROW along Holscher Road. Resolutions to these affects were previously drafted by the Village Attorney in 2014 but final agreements with the prior property owner could not be reached.

5. Site Utilities. The property is currently on a private well and septic system. Ideally these systems would be terminated, and the building would be connected to public sanitary and water services. The packet includes a map of Village sewer and water mains in the vicinity of the property. Note there are no Village mains along Siggelkow Road. Connection of the building to public utilities was previously considered in 2008 as part of Common Threads desire to rezone the property and expand the premise. The plan was to have Common Threads obtain an easement from the Black Walnut Condominium at Cedar Glade Owners Association to connect sewer and water laterals to the mains located on the condominium property. As part of consideration of a rezoning application, Village Staff recommends revisiting completion of the prior utility easement and termination of the private on-site utilities.
6. Historic Designation. The property was added to the National Register of Historic Places on July 17, 1997 and was designated a local historic structure/site by the Village Board on June 24, 2019. Mr. Urso is also scheduled to appear before the Landmarks Commission on February 4th for a similar pre-application meeting. Mr. Urso has met with Jane Licht from the McFarland Historical Society to review historical photos of the building as part of his planning for future renovations. Under Sec. 62-395(b)(2) of the Village's Zoning Code, the Landmarks Commission reviews and grants Certificates of Appropriateness for exterior building improvements for historically designated properties. Neither a Comprehensive Plan Amendment, nor a rezoning application, require the review or approval by the Landmarks Commission. These types of applications are reviewed by the Plan Commission for recommendation to the Village Board. However, Department Staff recommends referring these future items to the Landmarks Commission, prior to Plan Commission consideration, in order to obtain their input to help inform the Plan Commission's recommendation to the Village Board on these potential future matters.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

The property is identified as Institutional and Governmental on the Future Land Use Map of the Village's Comprehensive Plan.

ORDINANCE REFERENCE:

Sec. 62-68 Statement of Purpose
Sec. 62-71 Permitted Uses
Sec. 62-71 Permitted or Conditional Uses - Commercial Districts
Chapter 62, Article II, Division 6, Historic Preservation

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda item is presented for discussion only. Staff advises the property owner complete a

Plat of Survey by a registered land surveyor to be used to assist in determining appropriate zoning designations, ROW dedication/vacations, and site plan development prior to submitting applications for rezoning or comprehensive plan amendment. In addition, Staff recommends the property owner revisit the sewer and water easement agreement with the Black Walnut Condominium at Cedar Glade Owners Association.

ATTACHMENTS:

1. 5979 Siggelkow Road_Urso Bros Pre-Application_01.12.21
2. 5979 Siggelkow Road Zoning_2021
3. 5979 Siggelkow Road Aerial_2020
4. Sec. 62-68 Statement of Purpose
5. Sec. 62-71 Commercial District Uses
6. McFarland_Comprehensive_Plan_-_Future_Land_Use_Map
7. McFarland Comp Plan Figure 4.1
8. Pages from 2017 HOLSCHER - RECORD
9. 5979 Siggelkow Road Utilities_2021

URSO BROS. LLC

CUSTOM HOME BUILDERS
4720 FARWELL STREET, SUITE 1, MCFARLAND, WI 53558
608.838.2017

Urso Bros. purchased the Waubesa School House at the corner of Holscher and Siggelkow In October of 2020.

We are currently renting back to Common Threads while they are looking for a larger location to continue their business.

A little history on the building, the school was built in 1920 by Mcfarland contractor Louis Harrison and was last used as a school in 1961. It was more than a one room school house, it had several small rooms off the large classroom. Up front it had a library and side by side cloak rooms and in the back were a small kitchen and a sick room. The school closed in 1961 and was purchased by Emmett Harp. Mr. Harp owned it for 28 years and was a beekeeper using the building for storage of his honey and equipment.

In 1989 it was purchased by Lucia Rhodehamel and Mark Lorenzi. They had moved from Vermont looking for a space to live and house their art studio. The building was very much intact but was in need of a mechanical overhaul and they began to refurbish the building. They added a kitchen in the back and altered part of the attic space to create a loft for a bedroom. The cloak rooms up front were combined and converted into a bathroom.

In 1992 they decided to put on an addition to the rear of the school. Madison architect Ed Linville designed the addition which added an upstairs bedroom, bathroom and family room connected to the loft space.

In 2003 Rhodehamel and Lorenzi decided to move. In 2004 Oak Song School purchased and provided preschool and kindergarten programs. In 2007 Common Threads purchased the building providing education for children with autism. During the last two owners many changes were made to the interior of the building adding walls and dropping ceilings in certain areas. The exterior remained the same other than the access ramp added to the west side of the building. In 2008 the property was annexed from the Town of Blooming Grove to McFarland and is currently on a private well and septic system.

Urso Bros. intends to use the school house for their offices. On the inside our plan is to return the interior back to its school form by removing the walls and drop ceilings that have been added and returning the space to 16 foot ceilings while opening the space back up. Refinishing the original staircase, trim and floors where possible. Some updates will be necessary, such as windows but we want to keep the original school-house charm. On the outside the building itself just needs some maintenance including paint, caulk and general clean up. We would like to remove the access ramp on the west side of building and provide a different ADA access. We would also like to connect to the Village for sewer and water services.

This plan requires new zoning for the property and we are meeting with you to determine which zoning will work best for Urso Bros, the village and this property. The uses we are requesting would be for the main school house, office space and meeting rooms for Urso Bros. and in the addition on the rear would be space to rent for business such as realtor, photographer, accountant, insurance agent businesses with low traffic and not a retail type business. We would also like to build an accessory building on the property (map included) a 30 x 60 garage to use for storage of building supplies. This shop space would not have any additional office space. Included are some pictures of the School House from the past and some more current along with an open invitation to tour the property individually or as a group, we are looking forward to bringing the beauty of this historic building back to life.

Thank you,

Kevin Urso

DCiMap
Version 3.6.3
Find address or PIN
30×60
60.1'
30.2'
40ft

5979 Siggelkow Road Zoning

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0 10 20 40 m

Village Zoning

- A-1 (Agriculture-Transition Village)
- R-1 (Single Family Residence)
- R-1A (Single Family Residence)
- R-3 (General Residence)
- C-G (General Commercial)
- Parcels

na

5979 Siggelkow Road Aerial

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Sec. 62-68. - Statement of purpose.

The district regulations are intended to govern the location intensity and method of development. The regulations of each district are designed to provide protection to the character of existing development while allowing new growth in accordance with specific development standards and objectives. Public utility services are required as a prerequisite to development in all districts within the Village.

(a) *A1 Agriculture-Transition District.* The purpose of the Agriculture-Transition District is to preserve in agricultural and related open space uses those lands generally located in proximity to developed areas within the Village where urban expansion is likely and in keeping with long-term plans for development. It is intended that urban development be deferred in such areas until the appropriate authorities determine that it is economically and financially feasible to provide public services and facilities. It is also intended that the status of all areas in this district be reviewed by the appropriate authorities periodically in order to determine whether, in light of current land development trends, there should be a transfer of all or any part of those areas to some other appropriate use district. Any such review will consider local and regional land use plans. Existing homes are grandfathered as are existing house lots. No new house lots can be created without rezoning.

(b) *CO Conservancy District.* The Conservancy District is established to preserve and perpetuate in an open and natural state certain areas such as lakeshores and waterways, wetlands and marshes, floodplains and stream beds, woods, slopes, Indian antiquity areas and other areas of aesthetic or historic value which, because of their unique physical and topographical features, are deemed desirable and functional as natural drainageways and water retention areas, natural habitat for plant and animal life, green belts and other multi-purpose uses beneficial to the community.

(c) *PD Planned Development District.* The Planned Development District is established to provide a voluntary regulatory framework designed to encourage greater variety and flexibility in land development while achieving substantial compliance with the Village Land Use Plan and basic intent of the zoning ordinance and land uses beneficial to the Village. Such district is also established to promote the maximum benefit from coordinated area site planning, including diversified location of structures and mixed compatible uses, and to provide for safe and efficient systems for pedestrian and vehicular traffic, attractive recreation and landscaped open spaces, and economic design and location of public and private utilities and community facilities. Within this district are allowed the diversification and variation in the bulk and relationship of uses, structures and spaces in developments planned as comprehensive and cohesive unified plans and projects.

(d) *PD-I Planned Development Infill District.* The Planned Development Infill District (PD-I) standards and regulations have been created for the purpose of allowing flexibility to accommodate infill and redevelopment on parcels less than three acres. Parcels of more than

three acres should comply with the normal PD regulations. The application procedures and review criteria for the PD-I are the same as those outlined for the basic PD District in addition to the following provisions.

(e) *R-1 Single-Family Residence District.* The R-1 Single-Family Residence District is established to stabilize and protect the essential characteristics of certain low density residential areas of the Village and to promote and encourage a suitable environment for family life where children are members of most families. Development in the R-1 Single-Family Residence District is limited primarily to single-family dwellings and certain community and recreational facilities to serve residents of the district

(f) *R-1A Single-Family Residence District.* The R-1A Single-Family Residence District is established to stabilize and protect the essential characteristics of existing low density residential areas normally located in the outlying as well as some inlaying urban parts of the Village, and to promote and encourage a suitable environment for family life where children are members of most families. Development in the R-1A Single-Family Residence District is limited primarily to single-family dwellings and certain community recreational facilities to serve residents of the district.

(g) *R-1B Single-Family Residence District.* The purpose of the R-1B Single-Family Residence District is to stabilize and protect the essential characteristics of existing low density residential areas normally located near or in close proximity to the Lake Waubesa or Yahara River areas, and to promote and encourage a suitable environment for family life where children are members of most families. Development in the R-1B Single-Family Residence District is limited primarily to single-family dwellings and certain community recreational facilities to serve residents of the district.

(h) *R-2 Single- and Two-Family Residence District.* The R-2 Single- and Two-Family Residence District is established to protect the essential characteristics of certain low-density residential areas of the Village and to promote and encourage a suitable environment for family life where children are members of most families. Development in the R-2 Single- and Two-Family Residence District is limited primarily to single-family and two-family detached dwellings and certain community and recreational facilities to serve residents of the district.

(i) *R-3 General Residence District.* The R-3 General Residence District is established to stabilize and protect certain medium density residential areas in the Village and to promote and encourage a suitable environment for family life where children are members of most families. Development in the R-3 District is limited primarily to smaller multiple-family dwellings, boarding homes, convalescent homes and recreational facilities to serve residents of the district.

(j) *R-MH Manufactured Home Residence District.* The R-MH Manufactured Home Residence District is established to provide for the permanent placement of manufactured homes in a low- to medium-density residential area of the Village and to promote and encourage a

suitable environment for family life where children are members of many families. Development in the R-MH Manufactured Home Residence District is limited primarily to manufactured houses and single-family residences on smaller lots and certain community and recreational facilities to serve residents of the district.

(k) *R-E Elderly Residence District.* The R-E Elderly Residence District is established to stabilize and protect certain medium density residential areas in the Village and to promote and encourage a suitable environment for elderly persons in duplex and multiple-family dwellings, pursuant to state and federal regulations.

(l) *C-G General Commercial District.* The C-G District is intended to provide an area for the business and commercial needs of the community, especially those which can be most suitably located in a compact and conveniently located business district. Residences that are compatible with surrounding uses are allowed as conditional uses.

(m) *C-P Commercial Park District*. The C-P District is established to provide an esthetically attractive working environment exclusively for and conducive to the development and protection of offices, non-nuisance type manufacturing operations, research and development institutions and limited retail businesses. The essential purpose of this district is to achieve development, which is an asset to the owners, neighbors and the Village, and to promote and maintain desirable economic development in a park-like setting.

(n) *C-H Highway Commercial District.* The C-H District is intended to provide an area for those business and commercial activities which especially have to do with motor vehicles or highway transportation, or which provide goods or services primarily to travelers on a highway, or for which location adjacent to a major thoroughfare or highway is a compelling practical consideration, or for which it is especially appropriate for some other reason to be located adjacent to a major thoroughfare or highway.

(o) *C-L Limited Commercial District.* The C-L Limited Commercial District is established to accommodate business and neighborhood consumer needs for services and storage space located in proximity to residential areas without creating a nuisance to the neighborhood.

(p) *C-C Central Commercial District.* The C-C District is designed to accommodate those retail, service and office uses characteristic of the original downtown area of McFarland.

(q) *M-IC Manufactured-Intensive Commercial District.* The M-IC District is intended to provide an area for manufacturing and industrial activities. It is also intended to provide an area for a variety of uses which require relatively large installation, facilities or land area, or which would create or tend to create conditions of public or private nuisance, hazard or other undesirable conditions, or which for these or other reasons may require special safeguards, equipment, processes, screening, barriers, or other forms of protection, including spatial distance, in order to reduce, eliminate, or shield the public from such conditions.

(r) *RH-1 Rural Home District.* The RH-1 Rural Home District is established for annexed properties

previously developed with low-density single family residential areas that are characterized by larger lot sizes and having some agricultural accessory uses.

(Code 1998, § 13-1-47; Ord. No. 2003-03, § 1(13-1-47), 3-24-2003; Ord. No. 2015-03A, § 1, 4-27-2015; Ord. No. 2018-02 , § 5, 1-23-2018)

Sec. 62-71. - Permitted or conditional uses—Commercial Districts.

The permitted and allowable conditional uses in each district of the commercial zoning districts shall be set forth in the following table:

COMMERCIAL DISTRICT PERMITTED USES [4, 5, 6, 7]

Land Uses [1]	NAICS	C-G [2]	C-H	C-P	C-L	M-IC
Agricultural services and support	115000	C	C	C	N	N
Mining	212000	N	N	N	N	C
Utilities	221000	N	C	C	N	C
Construction contractors	236000	N	P	P	N	P
Wood product manufacturing	321000	N	P [7]	P [7]	N	P
Drugs manufacturing	325410	N	P [7]	P [7]	N	P
Plastics manufacturing	326100	N	P [7]	P [7]	N	P
Printing	323000	C	C	P [7]	N	P
Fabricated metal manufacturing	332000	N	P [7]	P [7]	N	C
Machinery & equipment	333000	N	P [7]	P [7]	N	P
Computer manufacturing	334000	N	P [7]	P [7]	N	P
Electrical manufacturing	335000	N	P [7]	P [7]	N	P
Manufacturing not listed above		N	P [7]	P [7]	N	P
Retail buildings						
20,000 sq. ft. or greater	44000—450000	C	N	N	N	N
Auto dealers (new and used)	441100	C	C	N	N	N
Motorcycle, boat, and other vehicle dealers	441220 & 441229	C	C	N	N	N
Furniture store	442110	P	N	N	N	N
Electronics/appliance store	443100	P	N	N	N	N
Building materials (fully enclosed only)	444100	N	C	C	N	P
Hardware store	444130	P	C	N	N	N
Landscape/nursery	444220	N	C	N	N	N
Food store (except convenience)	445110	P	C	N	N	N
Liquor store	445310	P	N	N	N	N
Pharmacies and drug stores	446110	P	P	N	N	N
Cosmetic and beauty supplies	446120	P	P	N	N	N
Gasoline stations and convenience stores	447110	C	C	N	N	N
Clothing store	448100	P	N	N	N	N
Jewelry store	448310	P	N	N	N	N

Sporting goods, hobby, book and music	451100	P	N	N	N	N
Department store	452110	P	N	N	N	N
Miscellaneous shopping	453000	P	N	N	N	N
Mail-order houses	454113	C	C	C	N	P
Fuel dealers	454310	N	N	N	N	C
Rail transportation	482110	N	N	N	N	C
Trucking	484000	N	C	N	N	P
Transit and ground passenger transportation	485000	C	C	C	N	C
Wholesale, trade (except for petro terminals)	423000 & 424000	N	C	C	N	P
Petro terminal	424710	N	N	N	N	C
Post office	491110	P	N	N	N	N
Warehousing & storage (fully enclosed only)	493110	C	C	P	N	P
Custodial services	561720	N	P	P	C	C
Vehicle repair and body shops	811111 & 811121	C	C	N	C	C
Car wash/oil change	811190	C	P	N	N	N
Consumer electronics repair	811211	C	C	N	C	C
Mini-warehouses	531130	N	C	N	C	N
Commercial banking	522110	P	P	N	P	N
Financial services	522291	P	P	N	P	N
Insurance	524113	P	P	N	P	N
Real estate offices	531210	P	P	N	P	N
Auto leasing	532110	C	C	N	N	N
Movies/videos	532230	P	N	N	N	N
Commercial and industrial equipment rental (3)	532400	P	P	P	P	P
Legal services	541110 & 541190	P	P	P	P	N
Accounting and tax preparation	541210	P	P	P	P	N
Architectural engineering and related services	541310	P	P	P	P	N
Computer services	541510	P	P	P	P	N
Management consulting services	541610	P	P	P	P	N
Research/testing services	541710	N	P	C	P	N
Advertising service agencies	541810	P	P	P	P	N
Photo studios	541921	P	C	N	P	N
Employment services	561300	P	P	P	P	N
Business support services	561400	P	P	P	P	N
Travel services	561510	P	N	N	C	N
Veterinary clinics	541940	C	C	N	N	N

Elementary and secondary schools	611110	C	C	N	P	N
Library	519120	C	C	N	P	N
Medical services and offices	621100	P	C	P	P	N
Medical labs	621500	N	C	P	N	N
Hospitals and clinics	622110	C	C	N	N	N
Nursing homes	623110	P	P	N	N	N
Individual and family services, and commercial day care	624100	P	C	N	P	N
Museum/gallery/historical sites	712100	P	C	N	P	N
Bowling center	713950	P	C	N	N	N
Sports and recreation instruction	611620	P	C	N	C	N
Fitness centers	713940	P	C	N	C	N
Amusement arcades (except billiards)	713120	C	C	N	C	N
Lodging	721110	C	P	C	N	N
Restaurants	722100	P	P	N	C	N
Limited-service restaurants, including fast food	722211	C	C	N	N	N
Taverns	722410	P	N	N	C	N
Furniture repair and re-upholstery	811420	C	C	N	C	N
Computer and office machine repair	811212	P	P	N	N	N
Other household repair	811490	P	P	N	C	N
Personal care services	812100	P	N	N	N	N
Funeral home and services	812210	P	C	N	P	N
Kennels and pet boarding	812910	C	C	N	N	N
Laundry, coin-operated	812310	P	N	N	N	N
Dry cleaning and laundry (except coin-operated)	812320	C	N	N	N	N
Parking lots	812930	C	C	N	N	N
Religious/civic/business/professional organizations	813000	P	C	N	P	N
Executive, legislative and other general government	921100	P	N	N	N	N
Residences permitted R-2 and R-3		C	N	N	N	N
Adult businesses (see Section 11-261(d))		N	P	N	N	P
Adult bookstore (see Section 11-261(c))		P	P	N	N	P
Commercial laundry (no direct customer pickups and drop-offs, no dry cleaning)	812331	N	N	N	N	C

P = Permitted, C = Conditional, N = Not Allowed

(1) The meaning of the terms shall be the same as that used in the North American Industry Classification System (NAICS), 2007 Edition or revised edition thereof, published by the U.S. Printing Office, with the number of the intended NAICS number following the land use name.

(2) All uses that are permitted or conditional in C-G are permitted or conditional in the C-C Central Commercial District.

(3) Indoor storage only. Outdoor storage allowed upon issuance of a conditional use permit.

(4) All businesses, servicing, processing or display of materials for rent or sale, except for off-street parking of motor vehicles in operable condition and open storage of materials accessory to a principal use shall be conducted within completely enclosed buildings. Open storage accessory to principal uses in the C-G, C-H, C-P, C-L, and C-C zoning districts may be allowed upon issuance of a conditional use permit.

(5) All nonenclosed areas of the site that are used for off-street parking, loading or driveways for motor vehicles shall be paved or effectively dust-proofed and measures shall exist on-site to prevent tracking of mud from the site on to public streets.

(6) All commercial business in the C-C, C-G, C-L or M-1C Districts that are open to the public between the hours of 2:30 a.m. and 5:30 a.m. shall require a conditional use permit.

(7) Light manufacturing, predominantly from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment and packaging of such products, provided all manufacturing activities are contained entirely within an enclosed building, and noise, odor, smoke, heat, glare, and vibration resulting from manufacturing activity, are confined entirely within the building. Does not include industrial processing from raw materials.

(Code 1998, § 13-1-50; Ord. No. 2003-03, § 1(13-1-50), 3-24-2003; Ord. No. 2004-02, § 1, 1-29-2004; Ord. No. 2009-16, § 1, 8-24-2009; Ord. No. 2011-03, § 1, 1-10-2011; Ord. No. 2014-07, § 1, 6-23-2014; Ord. No. 2015-03A, § 2, 4-27-2015; Ord. No. 2018-06 , § 1, 5-29-2018)

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 (8/18)
- Other Municipal Limits (2018)

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 the use of their land. For example, owners of 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 identifies the City's Marsh Road Neighborhood Plan west of the Interstate and north of Siggelkow Road, and existing land use elsewhere beyond the Village's extraterritorial jurisdiction.

0 500 1,000 2,000
Feet

Date: May 2019

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

N
W E
S

Path: S:\MAD\3600--3699\3688\007\Data\GIS\Figures\Map 6 Future Land Use 11x17.mxd User: Danc Date: 5/6/2019 Time: 4:02:37 PM

Figure 4-1: Future Land Use Categories and Policies

Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Single Family Residential	Predominantly single family detached homes, generally in "subdivision" settings. May include limited two family residences where compatible with a predominantly single family environment. Within the Village, all such areas will be served by public sanitary sewer and water systems.	Within Village, R-1, R-1A, and R-1B Residence Districts and R-2 Single- and Two-Family Residence (more limited) CO Conservancy (for parks, stormwater, and other open areas)	1. Prepare or require a neighborhood plan/concept development plan in advance of each subdivision proposal. 2. Promote interconnection in road and trail networks; minimize long cul-de-sacs and dead-end streets. 3. Require submittal of stormwater management and erosion control plans for new developments. 4. Encourage conservation neighborhood design, including allowing smaller lots and preservation of large open space corridors, in areas with soil limitations and natural resource amenities. 5. Where smaller lots are permitted, pay careful attention to home quality, variety, design, setbacks, and garage placement through zoning, covenants, and development agreements. 6. Pursue residential infill opportunities where feasible, applying standards and approaches in Figure 4-2.
Two Family and Townhouse Residential	Duplexes and two-flats, townhouses, single family residences, home occupations, and small-scale institutional and recreational uses, all served by public sanitary sewer and water systems.	R-2 Single- and Two-Family Residence R-E Elderly Residence PD, PD-I Planned Development	1. Disperse two family and townhouse residential uses through the Village, rather than repeating blocks of this type of future land use in just a few areas. 2. Encourage design of two family houses and townhouses to relate to public streets and integrate with the fabric of the surrounding neighborhood, rather than being designed as isolated enclaves or with garage-door dominance. 3. Hold new two family houses and townhomes to similar standards for quality and livability expected of single family housing. These standards include high-quality building materials, architectural variation and interest, durable and lasting finish materials (inside and out), and garage parking. 4. Work with County, State, and local lenders to assist with rehabilitation of older duplexes in the Village. 5. Pursue residential infill opportunities where feasible, applying standards and approaches in Figure 4-2.
Multiple Family Residential	A range of housing types, including multiple family residences (e.g., condominiums, apartments, multiplexes), including independent elderly housing. May also include single family residences. Served by public sanitary sewer and water systems.	R-3 General Residence R-E Elderly Residence PD, PD-I Planned Development	1. Disperse higher-density residential uses through the Village, rather than high concentrations in a few areas. 2. Encourage design of multiple family developments to relate to public streets and integrate with the fabric of the surrounding neighborhood, rather than being designed as isolated enclaves or with large parking lot dominance. 3. Hold new multiple family housing to similar standards for quality and livability expected of single family housing. These standards include high-quality building materials, architectural variation and interest, durable and lasting finish materials (inside and out), garage or underbuilding parking, and responsible management. 4. Monitor areas of aging multiple family housing so that they are community assets. Work with owners and property managers to address problems, and direct them to County and State programs and local lenders. 5. Pursue residential infill opportunities where feasible, applying standards and approaches in Figure 4-2.

Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Neighborhood	A carefully planned mix of mostly single-family residential development, with well-designed, limited components of two family and townhouse residential, multiple family residential, institutional, and recreational land uses. All served by public sanitary sewer and water systems.	R-1 Residence District R-2 Single- and Two-Family Residence R-3 General Residence R-E Elderly Residence PD, PD-I Planned Development (Village may also wish to establish a "neighborhood" zoning district)	1. Unless the developer is following the Village's East Side Neighborhood Growth Area Plan, require preparation of detailed neighborhood plans in advance of development applications in planned Neighborhood areas. Neighborhood development plans specify the arrangement of different land uses, environmentally sensitive areas, roadways, parks and trails, and other major infrastructure investments. 2. Accommodate a mixture of housing types, costs, and densities, while maintaining the predominance of single-family housing in the community. The Village policy is that at least 65% of new housing units in the planned Neighborhood area as a whole should be single family residences. 3. Promote neighborhoods that instill a sense of community with their design – including gathering places, parks, open spaces, pedestrian and bicycle access, schools, and churches. 4. Refer also to policies applicable to Single Family Residential, Two Family and Townhouse Residential, Multiple Family Residential, and other future land use categories that comprise each Neighborhood area.
Downtown	Mapped within the historic Downtown area of the Village, generally aligning with the Village's TID #4 boundary. Land uses and activities here are designed to create vibrant places and community gathering spots. Desirable land uses include commercial services, retail, restaurants, lodging, office, multiple family residential (mainly in upper stories), and institutional, including on sites and/or buildings that mix uses.	C-C Central Commercial PD-I Planned Development-Infill R-3 General Residence (limited use)	1. Follow the recommendations of more detailed plans for the Downtown area, such as the TID #4 Project Plan, the Downtown Strategic Market Analysis and Opportunities Assessment, the Downtown Plan (1999), and the Village Center Master Plan. Per the recommendations of the Economic Development chapter, the Village may update and possibly consolidate such plans. 2. Preserve the architectural and historic character of the Downtown with the application of such detailed plans, design standards there and in the zoning ordinance, and incentives where practical. 3. Arrange uses in a bike and pedestrian oriented environment with off- and on-street parking; minimal building setbacks; and building materials, designs, placement, and scale that are compatible with existing development form. 4. Retain and expand governmental facilities in the Downtown area to reinforce public commitment and enhance activity, perhaps including a new family-oriented recreational facility and/or municipal campus expansion.
Highway and General Commercial	A range of retail, commercial service, office, restaurant, lodging, health care, outdoor sales, and institutional uses, with limited outdoor display and storage. Mapped mainly along Highway 51. All uses served by public sanitary sewer and water services.	C-H Highway Commercial C-G General Commercial PD, PD-I Planned Development	1. Rezone sites designated for Highway and General Commercial use on Map 6 only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 2. Require larger-scale commercial developments to address traffic, environmental, and neighborhood impacts, including neighborhood-sensitive recommendations in areas adjacent to existing single family uses using the standards in Figure 4-2 and the zoning code.

Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Commercial Park	Light industrial, office, research, testing, health care, and other compatible and support uses (e.g., day care, health club, bank). Arranged in a controlled commercial, business, or office park setting, where allowable uses and activities include those associated with low levels of environmental impact, noise, odor, vibrations, and particulate emissions. Served by public sewer and water.	C-P Commercial Park PD Planned Development C-H Highway Commercial (limited use) C-G General Commercial (limited use)	1. Design Commercial Park areas to result in higher-end business campus settings, with high quality building, site, landscape, lighting, signage, and other aspects of project design. 2. Direct heavy industry, truck terminals, large warehouses, and other higher-impact uses to planned Industrial areas instead. 3. Restrict outdoor storage and activities, except where essential to the business operation and fully screened from nearby uses and streets. Fully screen loading and other less attractive areas from off-site views. 4. Rezone sites designated for Commercial Park use only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 5. Promote lot sizes and site design that enables future on-site expansion.
Industrial	Manufacturing, warehousing, distribution, office, storage, utility, and other compatible businesses and support uses (e.g., day care, health club, bank). May include screened outdoor storage, and more intensive uses than in other future land use categories. All uses served by public sewer and water systems.	M-IC Manufacturing-Intensive Commercial C-H Highway Commercial (limited use) C-G General Commercial (limited use) Some lands may also be mapped within the "Terminal and Triangle Design Overlay District"	1. Rezone sites designated for Industrial use only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 2. Require performance standards as necessary to avoid placing excessive demand on municipal utilities and roads, or creating environmental hazards or unwanted neighborhood impacts. 3. Encourage the redevelopment or intensification of older industrial, storage, and contractor uses and buildings in the Terminal and Triangle District area. Refer to more detailed plans such as the TID #3 Project Plan and Terminal and Triangle District Plan for more detailed policies and recommendations for planned Industrial areas. 4. Encourage the redevelopment of older fuel storage or blending facilities and sites. See the Economic Development chapter for the Village's updated policy related to new or expanded fuel storage and blending operations.
Mixed Use/Flex Commercial	A carefully designed blend or option of commercial services, retail, office, business park, multiple family residential, and/or institutional land uses, including mixed use sites and/or buildings. Compared to the Neighborhood future land use category, Mixed Use/Flex Commercial areas typically are denser, include some non-residential component, and do not typically include single family housing. All uses served by public sewer and water systems.	Appropriate traditional zoning districts (e.g., C-H, C-P, R-3) or PD or PD-I Planned Development zoning	1. Design "Mixed Use/Flex" areas to skillfully mix different uses on the same area, site, and/or building, and/or to serve as transitions between broader areas of different land uses. This future land use category is NOT intended to enable an unplanned or haphazard mix of different uses on any site or in any area. 2. Preserve and blend with surrounding residential character through appropriate building scale, building appearance, landscaping, screening, signs, and limited traffic and loading, and access from the adjacent collector or arterial street. Utilize the approach and standards in Figure 4-2 in such settings. 3. Rezone sites designated for Mixed Use/Flex use only after public sanitary sewer and water service is available, the land is within Village limits, and a development proposal is offered. 4. Refer also to policies applicable to Two and Multiple Family Residential, Highway and General Commercial, Commercial Park, and other more specific future land use categories that logically guide the development of each planned Mixed Use/Flex area given the range of proposed uses there.

Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Institutional and Governmental	Buildings and land owned by governmental, educational, religious, and other non-profit organizations intended for public uses, gathering places, membership clubs, or elderly care. Small-scale institutional uses may be located in areas mapped in other future land use categories.	Different residence or commercial districts (Village may wish to establish a "public and institutional" zoning district; current standards in residential districts may not fit institutional use needs)	1. Assure high quality building, site, landscape, lighting, signage, and other aspects of project design. 2. Preserve and blend with surrounding residential character through appropriate building scale, building appearance, landscaping, screening, signs, and limited traffic and loading, and access from the adjacent collector or arterial street. Utilize the approach and standards in Figure 4-2 in such settings. 3. Continue to work with institutions with larger areas of vacant land and/or additional land needs, including the McFarland Cemetery Association and McFarland School District. Coordinate uses and activities on District-owned land, including the vacant site at the southeast corner of Broadhead Street and Holscher Road.
Public Lands, Recreation, and Environmental Corridors	Publicly owned lands used for recreation, natural areas, stormwater management areas, or cemeteries. Also includes continuous systems of open space that include environmentally sensitive lands, natural resources, and endangered or threatened species habitat intended for long-term open space, whether or not in public ownership. See CARPC environmental corridor maps by clicking here in digital versions. Future parks may also be on lands mapped under other future land use categories.	CO Conservancy For Village parks, different residential or commercial districts may also be used, though the Village may wish to establish and use a "public and institutional" zoning district. Such areas may also be subject to wetland, floodplain, or shoreland zoning rules.	1. Utilize the Outdoor Recreation & Open Space Plan and Utilities and Community Facilities chapter to guide the siting and development of future parks and recreation areas. 2. Designate environmental corridors with CARPC when land is added to the Urban Service Area. 3. Where compatible with natural resource and farmland preservation objectives, permit within environmental corridors cropping, grazing, underground utilities, and passive recreational and educational activities such as trails and low-impact athletic fields. Direct other development away from environmental corridors. 4. Collaborate with Dane County and others on the preservation of the large environmental corridors adjacent to Upper Mud Lake, "Lower" Mud Lake, and the Yahara River. 5. Where development is proposed near a mapped environmental corridor, determine the exact boundaries based on the features that define those areas. In consultation with CARPC and where consistent with the County Water Quality Plan, the Village Board will de-map any such area as environmental corridor by resolution if: a. More detailed information or studies reveal that the characteristic(s) that resulted in its designation as an environmental corridor is not actually present, b. Approvals from appropriate agencies are granted to alter a property so that the characteristic that resulted in its designation will no longer exist, and/or c. A mapping error has been identified and confirmed.
DNR Wetlands and Potential Wetland Indicators over Undeveloped Lands **(blue dot pattern overlay areas on Map 6)**	WisDNR mapped wetlands, along with other areas with soil or other conditions that indicate prior and possible wetlands, such as hydric soils, but that are not yet designated as wetland by the WisDNR. Such areas may have building limitations.	CO Conservancy, or development-based zoning districts if soil limitations and associated regulations can be overcome	1. Where such areas are mapped over a property, require a wetland screening in advance of development. If the screening suggests the possibility of actual wetlands, require a wetland delineation in advance of development and buffer such wetlands in accordance with CARPC policy. Some of these areas may be redesignated as environmental corridor in the future. 2. Areas within this designation should remain undeveloped if other, more appropriate building sites can be found on the property. If more appropriate building sites are not available, the underlying land use designation should guide future land use types and density (e.g., Single Family Residential).
Agricultural Preservation	Envisioned for long-term (15+ year) farming and open space. Also allows farmsteads, limited non-farm housing, and associated home occupations and family businesses. May be served by private well and septic.	Generally A-1 (Ex) Exclusive Agriculture in the County's zoning jurisdiction	1. Support continued farming, open space uses, and operations that process farm products grown mainly on-site and agricultural entertainment, where farming remains the primary activity. 2. Limit non-farm residential development to a maximum density of 1 home per 35 acres of lands in contiguous single ownership, within clusters of smaller individual home sites as opposed to housing on 35+ acre lots. 3. Assure that rural uses do not impede very long-term urban development or road or utility extensions.

Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Urban Reserve	The Village has applied this future land use category to lands near the eastern edge of the Village's planned growth area. Lands designated as Urban Reserve are appropriate for future urban (Village) development following extension of sewer, water, road, and other urban infrastructure and services. Such lands may be annexed to the Village and remain in agricultural or other rural uses for years, pending the property owners' and Village's future determination that they are ripe for more intensive development served by a full range of urban services.	Upon annexation to the Village, A1 Agriculture-Transition and other zoning districts consistent with the then-current use of the land. Development-based zoning districts will be assigned following future amendment to this Comprehensive Plan, per the policies to the right.	1. Within the area mapped as Urban Reserve, enable the continuation of farming, existing housing, and other rural uses, and generally limit new development per the Agricultural Preservation future land use category policies, until such time when the Village identifies that particular mapped area as appropriate for more intensive development. In such case, this Comprehensive Plan and the Urban Service Area will be amended accordingly. 2. Approve non-farm/rural residential development projects within the Urban Reserve only if designed and laid out to not impede the orderly future development and extension of utilities and roads when Village designates the area as appropriate for more intensive development. 3. Consider amending this Comprehensive Plan to redesignate all or part of the Urban Reserve to one or more specific development-based future land use categories, once the Village determines that the following standards are met: a. The Village has received a property owner request for more intensive development following annexation. b. The property owner or developer has submitted a conceptual development plan for the property, showing proposed land use patterns, existing and proposed roads and trails including connections to adjacent properties, proposed parks or other recreational spaces, stormwater management systems, and environmentally sensitive areas. c. There is a plan for extension of public utilities, which is feasible, cost-effective, and environmentally sound. d. The proposed development is justified by community growth forecasts or by a particular identified community need, such as for economic (generally non-residential) development. e. The proposed development will not have a substantial adverse effect upon adjacent property, the planned character of the area, the environment, or the fiscal health of the Village. 4. Prioritize future economic development within areas marked as Urban Reserve, rather than residential/neighborhood development, per the recommendations in Chapter 5—Economic Development, until and unless the Village can verify that economic development will not be viable in the future.

MATCH LINE SHEETS B6 & B7

HOLSCHER ROAD

JUNIPER RIDGE ROAD

SIGGELKOW ROAD

#5909 JUNIPER

#5912 JUNIPER

NEW 5' CONC. SIDEWALK

EX. POST (TYP.)

11.5' TERRACE

4" WHITE (TYP.)

EX. LANDSCAPE BORDER (TYP.)

EX. WOOD FENCE

NOTE: PROTECT EX. TREES AND FENCE IN THIS AREA

6' TERRACE

NEW RIGHT ARROW

4" DOUBLE YELLOW (TYP.)

NEW 5' CONC. SIDEWALK

NOTE: REMOVE/GRIND EX. PAVEMENT MARKINGS (INCIDENTAL TO PAVEMENT MARKING)

EX. PAVEMENT MARKING (TYP.)

NEW LEFT ARROW

TBM 30 ELEV. 941.04

EX. FLOW LINE (TYP.)

EX. SIGN (TYP.)

8" SOLID WHITE FOR CROSSWALK (TYP.)

TRUNCATED DOME (TYP.)

EX. PROPERTY IRON (TYP.)

ASPH. DRIVE

CONC. DRIVE

NEW 5' CONC. SIDEWALK

BLEND LINE (TYP.)

EX. GRAVEL EDGE (TYP.)

4" DASHED WHITE (TYP.)

TERRACE VARIES

1' (TYP.)

18" STOP BAR (TYP.)

EX. BLOCK WALL

RECORD DRAWING
JANUARY 2018

LEGEND

① STOP R1-1 30"X30"

② R4-7 24"X30"

③ SPEED LIMIT 35 (SPEED LIMIT 35)

④ NO PARKING ANY TIME LEFT ARROW OR RIGHT ARROW AS NOTED (NO PARKING ANY TIME R7-1-L 18"X24")

⑤ WEIGHT LIMIT (WEIGHT LIMIT 8 TONS)

⑥ STOP AHEAD (STOP AHEAD)

⑦ STREET SIGN HOLSCHER ROAD AND SIDE STREET

⑧ BLIND DRIVE AHEAD (BLIND DRIVE AHEAD)

P POST MOUNTED SIGN W/ BREAKAWAY BASE

2 SIGNS MOUNTED TO POST W/ BREAKAWAY BASE

NOTE: ALL SIGNED LABELED "NEW" REQUIRE NEW SIGN AND POST. ALL OTHER SIGNS RE-USE EXISTING SIGNS AND INSTALL ON NEW POST. SEE SPECS FOR BREAK-AWAY POSTS.

V.P.T. STA. = 46+90 W
ELEV. = 936.23

V.P.C. STA. = 47+25 W
ELEV. = 934.99

V.P.T. STA. = 47+75 W
ELEV. = 932.96

V.P.C. STA. = 48+48 W
ELEV. = 929.70

V.P.T. STA. = 49+52 W
ELEV. = 927.07

V.P.T. STA. = 46+90 E
ELEV. = 935.78

L=375' −3.60% L=50' −4.50% L=105' −4.50% −0.50%

NEW TOC WEST

NEW TOC EAST

EX. GROUND AT ROADWAY ℄

STATION	WEST BOC	EAST BOC	CROWN	CROWN OFFSET
44+75	939.37	939.28	939.40	0.00
45+00	939.48	939.38	939.51	0.00
45+25	939.47	939.32	939.49	0.00
45+50	939.33	939.14	939.35	0.00
45+75	939.06	938.84	939.09	0.00
46+00	938.67	938.41	938.70	0.00
46+25	938.16	937.85	938.19	0.00
46+50	---	937.17	937.55	0.00
46+75	---	936.35	936.79	0.00
47+00	---	935.42	935.91	0.00
47+25	934.99	---	---	---

STATION	WEST BOC
47+50	934.03
47+75	932.96
48+00	931.84
48+25	930.71
48+50	929.59
48+75	928.61

45+00 46+00 47+00 48+00 49+00 50+00

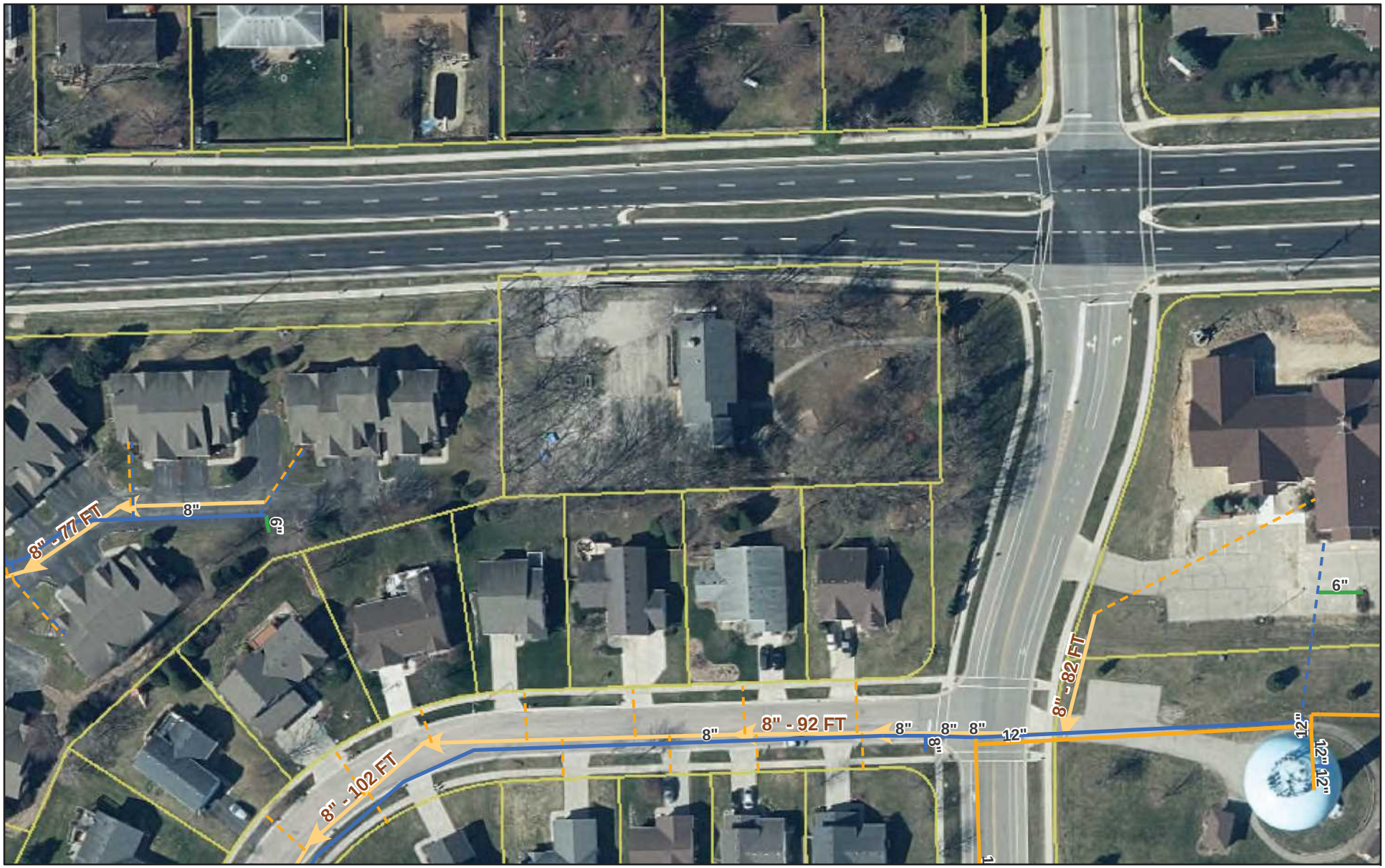
TOWN & COUNTRY ENGINEERING, INC.
2912 Marketplace Drive
Suite 103
Madison, WI 53719
(608) 273-3350
www.tcengineers.net

PLAN & PROFILE
HOLSCHER ROAD
Station 44+60 To Siggelkow Road

2016 STREET AND UTILITIES IMPROVEMENTS
Holscher Road
Village of McFarland, Wisconsin

PROJECT NO.: MC 86
DRAWING FILE: HOLSCHER - RECORD.DWG
DRAWN BY: S.V.P.
CHECKED BY: T.J.T.
DATE: 2-2-17
REVISIONS: 1-4-18
SCALE: HORIZONTAL 0 5 10 20, VERTICAL 1 2
SHEET: B7

5979 Siggelkow Road Utilities



1/11/2021, 2:52:35 PM

1:1,520

0 0.01 0.01 0.03 mi

0 0.01 0.03 0.06 km

Water Laterals

Water Mains

6"

8"

12"

Sanitary Laterals

Gravity Sewer

8"

Parcels

na

Village Staff

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Tuesday, January 19, 2021**

SECTION: **Business**

DEPARTMENT: **Community Development**

CONTACT: **Andrew Bremer, Comm & Eco Dev Director**

AGENDA ITEM: **Discussion and recommendation to the Personnel Committee regarding amendments to the Community Development Clerk III job description.**

PREVIOUS ACTION:

ISSUE SUMMARY:

The Department has been without the part-time Property Maintenance Officer (PMO) since the resignation of the former PMO last July. The Department Clerk has taken on a larger role in responding to these types of inquires and site investigations, along with the Development Director. I would like to formalize the Department Clerk's role in providing property maintenance duties for the Village through an amendment to the Community Development Clerk III job description to officially add the duties and responsibility of the Property Maintenance Officer position. This will enable the Department Clerk to work more independently on fulfilling this Department duty, and under the Municipal Code, would permit the Department Clerk to issue municipal citations for property maintenance violations. Since the PC reviews the monthly property maintenance report, this agenda item is being presented as a recommendation to the Personnel Committee. The agenda item will be presented to the Personnel Committee at their February 1st, 2021 meeting.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommend amendments to the Community Development Clerk III job description as presented in the packet.

ATTACHMENTS:

1. 01.13.2021 - Comm Devel Clerk III (draft)

Community Development Clerk III

POSITION DESCRIPTION

Position Title: Community Development Clerk III
Department: Community Development
Reports to: Community Development Director
FLSA: Non-Exempt
Represented: No
Employment Status: Full-Time

POSITION SUMMARY

Distinguishing Characteristics of the Class
This position is responsible for performing a variety of clerical, ~~and~~ administrative, and inspection support work for the Community Development Department. The work involves: functioning as a receptionist for the department; providing customer service and answering inquiries about municipal services, ordinances, and building codes; issuing permits and collecting and recording fees; ~~and~~ preparing and distributing agendas for various committee meetings and taking minutes of meetings, carrying out routine property maintenance code enforcement actions ~~relating to property maintenance~~ including conducting field inspections, communicating with residents the effect of certain codes, and when warranted issuing notices of code violations to property owners.

Supervision Received
Clerk works under the supervision of the Community Development Director, but exercises independent judgment in establishing work priorities and determining work methods.

Supervision Exercised
None.

DESCRIPTION OF WORK

Essential Duties and Responsibilities

- Provides customer assistance in person or by answering phones or email, including answering questions, responding to inquiries, receiving payments, and providing copies. Screens and routes incoming calls to appropriate personnel.

- Issues various types of building permits and calculates and collects fees.

- Prepares agendas and packets for meetings of the Plan Commission, Board of Zoning Appeals, Community Development Authority, ~~and~~ Landmarks Commission, and other Village committees under the Department's responsibility.

- Prepares and publishes legal notices of public hearings and mails notices of public hearings and pending committee actions to affected parties.

- Attends evening meetings of the Plan Commission, Board of Zoning Appeals, Community Development Authority, ~~and~~ Landmarks Commission, and other Village committees under the Department's responsibility. Takes and prepares Minutes of the proceedings.

- Maintains statistical data on building permit activity and prepares summary reports.

- Records, balances, and prepares bank deposits of fees collected by the ~~department~~Department.

- Maintains departmental petty cash fund.

- Establishes and maintains records filing systems.

- Updates and maintains maps and parcel information.

- Types, composes, and edits a variety of correspondence, reports, and memoranda.

- Provides back-up coverage to the Administration offices.

- Updates and maintains departmental website pages.

- Receives, researches, processes, communicates, educates, and investigates complaints regarding property maintenance issues.

- Conducts on-site inspections of properties to ensure that applicable local property maintenance codes are met.

- Enforces minimum property maintenance regulations.

- Issues warnings and municipal citations to correct code violations when warranted.

- Works collaboratively with the Police Department, Municipal Court, Public Works Department, Building Inspector, Zoning Administrator, Village Attorney and/or other related internal and external entities regarding the enforcement of municipal codes.

- If called upon testifies in Municipal Court cases relating to property maintenance citations.

- Position is appointed as the official Property Maintenance Enforcement Officer and Weed Commissioner as defined in Village Ordinance.

- Performs other related duties as required.

Equipment Used
Personal computer/printer and various software applications, calculator, telephone, copy machine, fax machine, tape measure, and motor vehicle.

Work Environment and Working Conditions
Works in normal office setting with moderate noise levels. Hours beyond the normal work week are required on occasion; attendance at evening meetings required. Also routinely works outdoors under varied field and weather conditions, including extreme heat or cold.

TECHNICAL REQUIREMENTS

Knowledge of

- Current office equipment, terminology, procedures, and methods.
- Design and maintenance of filing systems.
- ~~Village ordinances pertaining to zoning and subdivisions.~~
- Data entry, spreadsheet, data base management, word processing techniques and procedures, and basic website functions.
- Proper grammar, spelling, and punctuation.
- Plat maps, certified survey maps, zoning maps, and property assessment information.
- Working knowledge of basic subdivision, building and zoning code requirements.
- ~~Interpret and apply property~~ Property maintenance codes and ordinances in order to determine the presence of ~~a variety of situations, to detect code~~ violations.~~, and to recommend methods of correction including municipal citations.~~

Ability to

- Type and proofread a variety of written materials.
- Understand and carry out complex oral and written directions.
- Handle routine clerical and bookkeeping details independently.
- Maintain confidentiality of sensitive records and materials.
- Employ tact, courtesy, composure, and good judgment in dealing with the public.
- Establish and maintain effective working relationships with fellow employees and the general public.
- Maintain a valid Wisconsin driver's license.
- Respond to basic property maintenance, subdivision, building and zoning code questions.

- Employ basic map reading skills.
- Use field measurement tools including tape measures.

GENERAL COMPETENCIES

While performing the duties of this job, the employee is required to accomplish all of the tasks routinely associated with the performance of office type functions. In addition, the employee must be able to satisfy the following competency requirements.

- ANALYTICAL SKILLS: Identify problems and opportunities; review possible alternative courses of action before selecting one; utilize information resources available when making decisions.
- COMMUNICATION SKILLS: Communicate ideas and information effectively in both written and oral form.
- PROBLEM-SOLVING SKILLS: Develop feasible, realistic solutions to problems; recommend actions designed to prevent problems from occurring; refer problems to supervisor when necessary.
- ORGANIZATIONAL SKILLS: Establish systematic methods of accomplishing goals.
- READING ABILITY: Effectively read and understand information contained in memoranda, reports, ordinances, codes, regulations, technical manuals, bulletins.
- TECHNICAL COMPREHENSION: Ability to learn, adopt, and apply new technology, computer systems and software programs.
- ABILITY TO COMPREHEND AND FOLLOW INSTRUCTIONS: Effectively follow verbal or written instructions from supervisor.
- MATHEMATICAL ABILITY: Calculate basic arithmetic problems (addition, subtraction, multiplication, division) without aid of a calculator.
- TIME MANAGEMENT SKILLS: Set priorities in order to meet assignment deadlines.

REQUIRED MINIMUM QUALIFICATIONS

Graduation from high school or GED equivalent; advanced training in current office management practices and procedures; a minimum of three (3) years of prior work experience in an ~~clerical, secretarial, or~~ administrative field, preferably in the planning, zoning or building inspection area. Any combination of education and experience which in the sole discretion of the Village would demonstrate the Employee's ability to meet the required knowledge, sills, and abilities for the position may also be considered. Must possess or be able to obtain a valid Wisconsin driver's license.

NOTES

1. The job duties listed herein are intended only as illustrations of the types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

2. The work environment characteristics and physical demands described herein are representative of those that the employee encounters or must meet while performing the essential functions of this job. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities. The Village is an Equal Opportunity Employer.

3. The job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change. The Village retains and reserves any and all rights to change, modify, amend, add to, or delete from any section of this position description.

I hereby acknowledge that I have received a copy of and do understand the requirements of this position description with the Village of McFarland.

Dated this _____ day of _____ , 20___.

_____ _____

Employee Signature Department Head Signature

Created: September 25, 2012

Amended: May 1, 2014
March 11, 2019
February 8, 2021

Memorandum

To: McFarland Plan Commission

From: Community Development Department Staff

Date: January 13, 2021

Re: December Property Maintenance Report

Date	Address	Owner	Complaint Type	Complaint Comments	Status
12/4/2020	5206-08 Rustling Oaks lane	Colman LLC	Junk/Debris	couch, furniture on lawn	Resolved
12/7/2020	6611 Sleepy Hollow Road	Fugate	Junk/Debris	debris & trees after raze of home	Letter Sent
12/8/2020	6071 Shooting Star Court	Barton	Work w/o Permit	bsmnt finish no permit	Resolved
12/8/2020	5703 Milwaukee Street	Schwoerer	Vehicle Improperly Parked	2 autos on lawn	Resolved
12/14/2020	4821 Farwell Street	Johnson	Vehicle Improperly Parked	Trailer on lawn 5 vehicles	Resolved
12/15/2020	4869 Larson Beach Road	Neitzel	Snow Removal	snow removal from sidewalk	Resolved
12/15/2020	4851 Larson Beach Road	Neitzel	Snow Removal	snow removal from sidewalk	Resolved
12/15/2020	4711 Farwell Street	Lucky Strikes McFarland	Snow Removal	snow removal from sidewalk	Resolved
12/16/2020	5753/57/61/65 Lexington Street	Furst	Snow Removal	snow removal from sidewalk	Resolved
12/16/2020	5401 Preston Place	Preston Place LLC	Snow Removal	snow removal from sidewalk	Resolved
12/16/2020	6330 Holscher Road	Urso Properties	Snow Removal	snow removal from sidewalk	Resolved
12/17/2020	5861 Holscher Road	Blum	Snow Removal	snow removal from sidewalk	Resolved
12/17/2020	5945 Osborn Drive	Village of McFarland	Snow Removal	snow removal from sidewalk	Resolved
12/18/2020	4700 Dale Street	Midwest Invest. Group LLC	Snow Removal	snow removal from sidewalk	Resolved
12/18/2020	5801 US Highway 51	Cress OHC - LLC	Snow Removal	snow removal from sidewalk	Resolved
12/18/2020	6011 Tuscobia Trail	Weisensel	Work w/o Permit	Work w/out pmt - auto on lawn	Letter Sent
12/23/2020	5975 Holscher Road	Crim	Work w/o Permit	work w/out a permit	Letter Sent
12/28/2020	5911 Spartan Drive	NAK Development	Junk/Debris	Sofas/furniture at curb	Letter Sent
12/29/2020	4716 Farwell Street	McFarland Liquor	Snow Removal	snow removal from sidewalk	Resolved
12/29/2020	4900 Larson Beach Road	Village of McFarland	Snow Removal	snow removal from sidewalk	Resolved
12/29/2020	4810 Larson Beach Road	Neitzel	Snow Removal	snow removal from sidewalk	Resolved
12/31/2020	4700 Dale Street	Midwest Invest. Group LLC	Snow Removal	snow removal from sidewalk	Resolved

VILLAGE OF McFarland
Community & Economic Development
www.mcfarland.wi.us/communityandeconomicdevelopment | 5915 Milwaukee St, McFarland, WI 53558 | 608.838.3154

Memorandum

To: McFarland Plan Commission & CDA

From: Andrew Bremer, AICP
Community & Economic Development Director

Date: January 13, 2021

Re: December 2020, Community & Economic Development Department Highlights

The following is a summary of new construction activity for the month and YTD, including permit numbers and associated revenues.

YTD New Construction Building Permits

Community Development Department, New Construction					
	2019	6-Year	4-Year	2-Year	2020
Building Permits (new construction)	Actual	Average	Average	Average	Actual YTD
SF (Total Units)	66	44	60	69	50
Duplex (Total Units)	14	11	15	15	2
MF (Total Units)	27	18	26	19	100
Total Res. Units	**107**	**73**	**101**	**103**	**152**
Commercial	1	3	3	3	2

37 total building permits issued in the month, including four for multi-family (CF Investments). No new single family home permits were issued for the month. The Village ended the year with 50 new SF home permits for 2020, and a total of 152 new dwelling units permitted. The year started with 61 vacant SF lots in the active east-side subdivisions, with 17 vacate lots remaining.

YTD Department Revenues

Community Development Department, Annual Revenues								
		2019	6-Year	4-Year	2-Year	2020	2020	YTD % of
Account		Actual	Average	Average	Average	Budget	Actual YTD	Budget
44300-101	Building Permit	$ 107,314	$ 73,920	$ 94,578	$ 115,945	$ 100,000	$ 106,695	107%
44300-102	HVAC Permit	$ 31,034	$ 27,285	$ 36,095	$ 40,340	$ 45,000	$ 35,721	79%
44300-103	Plumbing Permit	$ 37,370	$ 29,268	$ 38,326	$ 43,597	$ 45,000	$ 34,574	77%
44300-104	Electrical Permit	$ 47,101	$ 37,331	$ 47,273	$ 54,900	$ 50,000	$ 50,195	100%
44300-105	Sprinkler Fee	$ 2,722	$ 2,263	$ 3,223	$ 3,409	$ 4,000	$ 6,210	155%
44300-106	Fire Alarm Inspection Fee	$ 4,515	$ 2,093	$ 3,111	$ 5,473	$ 2,000	$ 2,465	123%
44300-108	CD Occupancy Inspection Fee	$ 8,450	$ 6,842	$ 9,250	$ 9,300	$ 10,000	$ 9,535	95%
44900-000	Misc. CD Permit Fees	$ 104,710	$ 103,794	$ 142,423	$ 147,591	$ 100,000	$ 135,975	136%
46800-000	Community Development Fees	$ 9,777	$ 9,130	$ 9,840	$ 9,324	$ 10,000	$ 22,556	226%
47210-000	City - Building Inspection	$ -	$ 24,802	$ 19,456	$ 3,440	$ -	$ -	0%
	Total Revenue	**$ 352,993**	**$ 316,728**	**$ 357,574**	**$ 433,317**	**$ 366,000**	**$ 403,925**	**110.4%**
	Percent Change	**-31.3%**	**x**	**x**	**x**			
* As of 12/31, 100% through calendar year								

Total C&ED deposits for the month were $238,694. Total C&ED revenues are 10.4% higher than the YTD percent of budget.

Summary of Department Activities:

- Village Board action on prior month C&ED related applications/projects:
    - Approval of Ordinance 2020-222, amendments to Chapter 47, 56, and 62.
    - Approval of Ordinance 2020-25, updates to Appendix A Fees for year 2021.

- Status update of larger development projects previously approved:
    - 5610-14 USH 51 (Neitzel) commercial development. Construction on-going, interior finishing and exterior signage remaining.
    - 4608 Siggelkow Road (Waubesa Village Phase 3). Beginning construction of exterior framing.
    - Condos at Prairie Place Condominium (CF Investments). Started construction on the 8-unit building, has received building permits for the two 5-unit buildings and two 4-unit buildings.

- Meetings, Webinars & Conferences attended by Department Director:
    - December 1st, Sustainability Committee meeting
    - December 3rd, MadREP Economic Professionals meeting
    - December 3rd, CDA meeting
    - December 3rd, Sustain Dane Conference
    - December 8th, Public Utilities meeting
    - December 14th, Smart Growth Online Webinar: The Fiscal Benefits of Smart Growth
    - December 14th, Village Board meeting
    - December 15th, Chamber Board meeting
    - December 16th, Dane County Housing Summit Webinar: Racial Discrimination in Housing
    - December 21st, Plan Commission meeting

Look ahead to potential February 3rd, CDA Items:

- 4008 Terminal Drive, pre-application discussion (Strutzel)

Look ahead to potential February 15th, PC Agenda Items:

- Lot 56 Prairie Place (Northpointe Development) Conditional Use Permit and Site/Design Review Permit
- 4008 Terminal Drive, pre-application discussion (Strutzel)