

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

- 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 indicated 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

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.

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.