

PLAN COMMISSION

Monday, April 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/85320652654>

Or by Telephone: +1 (312) 626-6799
Webinar ID: 853 2065 2654

1. CALL TO ORDER
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Review and possible approval of the March 15, 2021 Plan Commission minutes.
4. BUSINESS.
 - a. Discussion and possible action on a request from McFarland American Legion Post 534 for a Site Design Permit for an outdoor consumption area at 4911 Burma Road.
 - b. Discussion regarding redevelopment of 4810, 4818, 4902 and 4908 Terminal Drive, including a preliminary concept plan submitted by Ryan Quam for development of Waubesa Village Phases 4 & 5.
5. STAFF REPORTS
 - a. Property maintenance report
 - b. Directors report
6. SCHEDULE NEXT MEETING DATE.
 - a. Monday, May 17th, 2021 at 7:00PM
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

March 15, 2021

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

Members Absent:

Staff Present: Andrew Bremer, Andrew Day, Karen Knoll

1. CALL TO ORDER

Czebotar called the meeting to order at 7:00 p.m.

2. PUBLIC APPEARANCES.

None

3. APPROVAL OF MINUTES.

a. Review and possible approval of the February 15, 2021 Plan Commission minutes.

Czebotar called the minutes from the February 15, 2021 approved by unanimous consent.

4. PUBLIC HEARING

- a. Public hearing regarding a Conditional Use Permit, requested by 5411 Bashford LLC - Dan Chin Homes, for three residential units as part of a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial.

Czebotar opened the public hearing at 7:05 p.m.

Bremer summarized the history of the proposal with Commissioners.

Ryan Quam of Quam Engineering reviewed the site plan as provided in packets with Commissioners, along with the storm water and sanitary sewer replacement, right of way issues, landscaping plan, the proposed crosswalks, permeable pavement, lighting layout for the site and the expansion of the right-of-way.

Nick Badara with Sketchwork Architects reviewed the plans for the project as submitted in packets. It is described as a “farmhouse modern” style project. There will be two offices on the lower level, one being Dan Chin Homes with the second to be rented, and three, two-bedroom apartments on the second floor. Badara reviewed the exterior design of the project, along with how it will fit in with neighboring properties.

Bremer read the responses for each of the Conditional Use Standards as supplied in packets by Badara and Quam for the proposal with Commissioners, Badara and Quam provided feedback and details as needed.

Bremer reviewed the staff report with Commissioners covering tightening up the curb line on Bashford Street, the landscaping plan and maintaining the vegetation, lighting and the height of one of the poles, the parking lot design. Bremer indicated the Village Engineer had concerns over snow storage on the site, particularly if there was a heavier or multiple snow event. Some options provided were to remove the snow from site, reducing the parking to add more green space; the Chins would

like the Plan Commission's consideration to utilize one of the stalls should they need to, for additional snow storage when needed.

Bremer reviewed and summarized the right-of-way and crosswalk concerns as indicated in packets. Bremer had previously spoken with the school district Director of Business Jeff Mahoney who is in favor of the proposal and dedication of right-of-way, pending School Board approval. He did have some concern over having an additional crosswalk at Bashford Street as there is not a crossing guard on that side of the road, and they prefer children use sites with crossing guards. Bremer reviewed the six recommended conditions of approval for the Conditional Use Permit and site design approval.

Quam discussed the crosswalks, and the sidewalk extensions to the edge of the property. They would prefer not to put them in as there will be additional costs, and he feels could be added at a later date if needed. Peters asked for clarification on the concerns over a crosswalk on Bashford Street. Bremer replied the general concern is the strain it would place on the crossing guard at their current location and safety with left-turning vehicles from Johnson Street. Once put in people and children might use them instead of the current preferred crosswalk on the eastside. Commissioners discussed the plans for sidewalks including, accepting the plans as presented, requiring the sidewalks to be extended to each side lot line, or having no sidewalk on Johnson Street. Green felt adding them would add additional costs to the Village due to infrastructure, which would be needed. Green felt, as there is not

sidewalk in place at this time; he would be fine without putting it in. Rogers inquired if there were plans for the sidewalk to ever be expanded on Bashford or Johnson Streets. Bremer replied the Village generally would like to continue with the infill of sidewalks in the downtown area and there currently are no other developments or Village sidewalk installations planned at this time along Bashford Street. Connecting building entrances to sidewalks is a TID #4 design guideline. Bremer indicated based on the Village Engineers comments, if you do not install it at the time of a project, it can be more expensive to add later, the Village could do a special assessment for the cost later. Fischer felt the natural flow of foot traffic would be on the other side of the street. Commissioners discussed the variables of having the sidewalk and extensions added with this proposed project or at a later time.

Bremer added for point of record, there is no one present in the room at this time for the public hearing, and no one on line indicated they wished to speak.

Czebotar closed the public hearing at 7:49 p.m.

5. BUSINESS.

- a. Discussion and possible action regarding a Conditional Use Permit, requested by 5411 Bashford LLC - Dan Chin Homes, for three residential units as part of a

proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial.

Czebotar reviewed the list of Conditional use Standards with Commissioners and had Commissioners vote on each item to see if the applicants have meet the standards with substantial evidence. All standards were deemed met by the Commission.

Czebotar moved to approve a Conditional Use Permit, requested by 5411 Bashford LLC - Dan Chin Homes, for three residential units as part of a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial conditioned on:

1. Parking lot pole height not to exceed 18 feet (including base), and utilization of 90-degree cutoff fixture.
2. Addressing recommended conditions of approval as identified in the McFarland Fire & Rescue Department staff review letter dated 02.10.21.
3. Addressing recommended conditions of approval as identified in the Village Engineer's staff review letter dated 03.11.21.
4. Dedication of the right-of-way adjacent to 6009 Johnson Street, as contemplated on the Right-Of-Way Adjustment Map, page 8 of 8 of the site plan submittal, to be approved by the McFarland School Board.

5. Vacation and dedication of the right-of-way adjacent to 5411 Bashford Street, as contemplated on the Right-Of-Way Adjustment Map, page 8 of 8 of the site plan submittal, to be approved by the Village Board.
6. Approval of a real estate acquisition and development agreement to be approved by the Village Board.

Seconded by Rupert.

Bremer reviewed the six conditions of approval would include per item #3 extending the sidewalks to the property line, and maintaining the curb cut and cross walks. Bremer inquired if Commissioners were comfortable with the snow storage in the parking lot, and the TIF guidelines in the packet, which cover sidewalk connections. Bremer would support the Village Engineer's recommendation for curb cuts and cross walks. This would accept the proposal as submitted, except for the curb cut recommended by the Village Engineer.

Bremer reviewed the sidewalk layout as included in the submittal along with the Village Engineers recommendations for the extensions. Commissioners discussed the original plan, and the change of extending the sidewalk to the corner and a second condition of the addition of the ramp. Bremer would recommend keeping the ramp, but the sidewalks as submitted.

Bloechl-Anderson moved to amend the motion to read to accept the sidewalks as submitted and not extend it. Fischer seconded the motion to modify the original motion.

Motion to accept the amended motion carried 7-0.

Motion to approve the Conditional Use Permit based on the six condition with the modification carried 7-0.

- b. Discussion and possible action on a Site Design Review Permit submitted by 5411 Bashford LLC - Dan Chin Homes, for a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial.

Bremer summarized the Chins would like to keep the parking lot as proposed with the ability to use one of the parking stalls to store snow if needed, rather than making the lot smaller or having to commit to hauling the snow away. Commissioners discussed the options for snow removal on the site. Green had concerns over the northern most stall due to the location of the dumpster, he felt by shifting the lot a few feet it would give more room for a vehicles turn radius, and an area to push the snow if needed.

Quam indicated that is the stall he feels the snow would be stored in, they could shift the stalls towards Johnson Street a couple of feet, it would create a little bit of a jog, but nothing too pronounced. The dumpster company will be coming into the lot, rolling out the dumpsters, front loading and then backing out of the parking lot.

Czebatar moved to approve the Site Design Review Permit submitted by 5411 Bashford LLC - Dan Chin Homes, for a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial conditioned upon:

1. Parking lot pole height not to exceed 18 feet (including base), and utilization of 90-degree cutoff fixture.
2. Addressing recommended conditions of approval as identified in the McFarland Fire & Rescue Department staff review letter dated 02.10.21.
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4. Dedication of the right-of-way adjacent to 6009 Johnson Street, as contemplated on the Right-Of-Way Adjustment Map, page 8 of 8 of the site plan submittal, to be approved by the McFarland School Board.
5. Vacation and dedication of the right-of-way adjacent to 5411 Bashford Street, as contemplated on the Right-Of-Way Adjustment Map, page 8 of 8 of the site plan submittal, to be approved by the Village Board.

6. Approval of a real estate acquisition and development agreement to be approved by the Village Board.

With the changes to the sidewalk as approved under the conditional use permit; the ability to use the north parking stall for snow storage as necessary and moving the building side of the parking lot to the south/east by two feet towards Johnson Street. Green seconded the motion. Motion carried 7-0.

- c. Discussion regarding redevelopment of 4313 Triangle Street, including a preliminary concept plan by CTW Abbey Carpet & Floor for an office/warehouse development.

Bremer reviewed the history of 4313 Triangle Street, the Village acquired the property approximately one year ago for the purpose of blight removal and redevelopment, it has been used in the interim by the Public Works Department. There was initial interest in the property by someone about one year ago who decided to not move forward with their project. Joe Burkeland of CTW Flooring was at the CDA meeting earlier this month with a pre-application for the property. Tonight is for discussion only; Austin Conrad (CDA member) is assisting with the project.

Burkeland explained he has two companies, one is CTW Flooring currently in McFarland and Wisco Cabinets currently in Waunakee, and he has been looking to

either build or move the cabinet company into the McFarland area to keep both businesses closer to each other as he is a McFarland resident.

Austin Conrad of Strang Architects reviewed the site location, current structure on the site, their preliminary proposal of an approximately 25,000 sq.ft. building. with a smaller rental unit offering the potential for further expansion by Wisco Cabinets in the future, along with the traffic flow, bio retention area, and preliminary site plan as submitted in packets. Conrad reviewed an area for a possible easement request, façade for the project, and elevations of the building. This project will likely be a TIF application. They are looking for initial feedback before they move forward with a more in depth design and materials plan. Bremer indicated where there was a former underground tank on the property, which was removed and the site cleaned up. Parking in that area as shown would be fine. The property is subject to the Terminal Triangle TID 3 design guidelines as included in packets. This area is called for light industrial/commercial uses, similar to other properties in the area. There is a preliminary staff review of the design and guidelines, the sidewalls which are larger than 70' will need to break up the massing a bit, however this is just a preliminary plan.

Commissioners discussed the design, and usage of natural light for the property. Czebotar inquired how many would be employed. Burkeland indicated there would be six employees at this time, with possibility for expansion, along with moving the office staff from CTW over to this building, and the potential tenant's employees.

Czebotar advised it appears the Plan Commission would like to see this move forward, there will be more details needed at future meetings.

7. STAFF REPORTS

- a. Property maintenance report – no comments
- b. Director's report – no comments

8. SCHEDULE NEXT MEETING DATE

- a. April 19, 2021 at 7:00 p.m.

9. ADJOURNMENT.

Rupert moved to adjourn, Peters seconded the motion. Motion carried – meeting adjourned at 8:28 p.m.

McFarland
SUMMARY SHEET

MEETING DATE: Monday, April 19, 2021

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and possible action on a request from McFarland American Legion Post 534 for a Site Design Permit for an outdoor consumption area at 4911 Burma Road.

PREVIOUS ACTION:

April 14, 2021 the Public Safety Committee reviewed the Outdoor Consumption Area Application. The Public Safety Committee unanimously recommended the application with the condition that bollards or some sort of alternative to bollards be installed along the east side of the patio fence.

ISSUE SUMMARY:

Much like we have seen with many business in the Village since the start of the pandemic, the American Legion Post 534 has applied to expand their liquor license premise for outdoor consumption area. This includes a Site Design Permit for a 576 square foot front yard outdoor patio. The application and staff reports are included in the packet.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

The Future Land Use Map identifies the property for future Institutional and Governmental uses. The property is currently zoned R-3 General Residence and is a permitted use in this District. No changes in zoning or principal use of the property are associated with this application.

ORDINANCE REFERENCE:

Sec. 8-369 Fence Standards
Sec. 11-64(n) Outdoor Consumption
Sec. 62-69 Permitted Uses
Sec. 62-70 Bulk Standard - Residential Districts
Sec. 62-310 Site/Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommend approval of the Site Design Application as submitted conditioned on:

1. Installation of the emergency gate has recommended in the Fire & Rescue Staff Report dated March 26, 2021.
2. Installation of bollards, or some sort of alternative to bollards, on the east side of the



proposed patio per the Community & Economic Development Director's Staff Report dated April 7, 2021.

ATTACHMENTS:

1. 4911 Burma-American Legion Application-03.18.21
2. American Legion Village Clerk Report_04.09.21
3. American Legion_C&ED Report_4.07.21
4. American Legion Police Chief Report_03.31.21
5. American Legion Public Works Report_03.31.21
6. American Legion Fire & Rescue Report_03.26.21

**Village of McFarland
Community & Economic Development Department**

Plan Commission Application – 2021

~Application must be completed in full~

Applicant - Owner	McFarland American	Applicant's Agent	Robert C Blanchar
	Legion Post 534	Name	Robert C Blanchar
Address	4911 Burma Rd, McFarland	Address	5005 Card Ave, McFarland
Email	Commander Tom Downs am534commander@gmail.com	Email	robecotail@gmail.com
Phone #	608-206-9169	Phone #	608-279-0516
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	☐ USA/MMSD Annexation	At cost	☐ 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
☐ Site/Design Review (less than 2,000 sq. ft.)	\$1,000
☐ Site/Design Review (2,000 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/request. (Attach additional paper if needed)

Addition of a 576 square foot front yard Outdoor Consumption area. Refer to Outdoor Consumption Area Application.

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 normally 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. Three (3) copies of all materials, one (1) copy must be 8 1/2 x 11, two (2) 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 2021 Schedule

***Submittal Deadline Noon on:**

For Scheduled 2021 Meeting date of:

December 8 (2020)-----January Tuesday Jan. 19

January 5-----February 15

February 2-----March 15

March 9-----April 19

April 6-----May 17

May 11-----June 21

June 8-----July 19

July 7-----August 16

August 10-----September 20

September 7-----October 18

October 5-----November 15

November 2-----December 20 (Pending)

December 7----- (Pending) Tuesday, Jan. 18, 2022

*** Submittal deadline:**

➤ 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, may 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

Robert E. Blandon

Signature of Applicant/Agent

March 18, 2021

Date



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

1. Applicant Information

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

McFarland American Legion Post 534

DBA:

American Legion Post 534 current Commander Tom Downs 608-206-9169

Address of establishment:

4911 Burma Rd

City, State and Zip Code:

McFarland WI 53558

Contact Name:

Robert C Blanchard

Contact Telephone Number:

608-279-0516

2. Premise information

Gross floor area of the indoor licensed premise within a permanent building:

5184 sq. ft.

Proposed Square Footage of Outdoor Area:*

576 sq. ft. Proposed 18 ft x 32 ft on Burma Rd side of building, off of the Lounge/Bar area.

**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.

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:

Robert C. Blancher

Date:

March 18, 2021

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.

Google Maps 4911 Burma Rd



Map data ©2021, Map data ©2021 20 ft



Size 18'x32' 576 sq ft
 Surface: Rolled Shale Stone
 Fencing: Aluminum Fence
 Panels 4 ft x 6 ft long. See Attach

4911 Burma Rd

McFarland, WI 53558

Building



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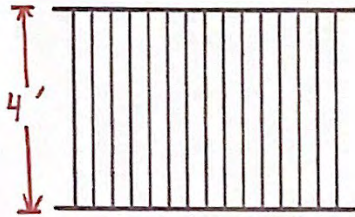
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MEMORANDUM

To: Public Safety Committee and Village Board

From: Cassandra Suettinger, Village Clerk/Treasurer

Date: April 9, 2021

RE: Expansion of Premise for American Legion Post No. 534, 4911 Burma Road

Background: The current licensed premise for the American Legion Post No. 534 is: entire building at 4911 Burma Road, McFarland WI.

Proposal: The American Legion Post No. 534 is proposing to add a 576 square foot outdoor consumption area on the Burma Road side of the restaurant.

Review: Village Ordinance 11-64(n) outlines the conditions and requirements for a premise and outdoor consumption areas within the Village. Below is a review of the proposal and its compliance with the required conditions.

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

A notice was sent to all property owners within 500 feet of the propose licensed premise notifying them of the dates and times of the Public Safety and Village Board meetings along with a copy of the proposed site plan.

2. The application shall be accompanied by detailed plans or drawings demonstrating the size, location, surface and building materials, and use of the outdoor area, including fencing and signage, and any other information necessary to determine compliance with this Subsection. The outdoor consumption application, along with associated plans and drawings, shall be reviewed for a recommendation by the Public Safety Committee and a final decision made by the Village Board.

Attached are the detailed plans outlining all the required items for the review and recommendation of the Public Safety Committee.

3. In addition to any specific conditions imposed under Subsections (2) and (3), the following shall be minimum conditions of all licenses with respect to outdoor areas unless the Village Board makes a specific finding that the condition is not necessary to protect the public health, safety or welfare:

a. Restricting the hours during which alcohol consumption may be permitted within the outdoor area;

No restrictions recommended.

b. Requiring additional parking beyond the minimum required by the Zoning Code;

No additional parking recommended.

c. Regulation of lighting and screening;

Both the Community Development Department and Police Department recommend the discussion of adequate lighting for the proposed area along with security cameras for the area.

d. Any conditions recommended by the Public Safety Committee;

To be determined as part of the discussion in the meeting.

e. Any conditions imposed by the Plan Commission as part of its required site plan review under [Section 62-310](#) of this Code

Plan Commission will take up discussion on the outdoor area on April 19th.

4. In addition to any specific conditions imposed under Subsections (2) and (3), the following shall be minimum conditions of all licenses with respect to outdoor areas unless the Village Board makes a specific finding that the condition is not necessary to protect the public health, safety or welfare:

a. Outdoor areas are prohibited within 50 feet of the lot line of a parcel zoned, or lawfully used for residential purposes. This prohibition shall not apply to prohibit an outdoor area where an accessory apartment exists on the same parcel as the licensed premises.

Compliant. The property is zoned General Residence (R-3). 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 70 feet from the lot line of 4916 Burma, which is the closest parcel zoned for residential purposes, and approximately 100 feet from this multi-family residential building.

b. The hours during which alcohol consumption may be permitted within the outdoor area is restricted to 11:00 a.m. to 10:00 p.m. Sunday through Thursday; and 11:00 a.m. to 11:00 p.m. on Friday and Saturday.

Compliant.

c. 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 ordinances. If the outdoor portion of a licensed premises is an outdoor sports area, the enclosure

may instead be made by temporary netting not less than ten feet high 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.

Compliant but recommended for discussion and possible installation of bollards.

Comments:

1. Community & Economic Development Director Andrew Bremer: Fencing & Surface Material/Design. The applicant proposes to use a black metal/iron fence four feet in height. The Department is supportive of this design, noting that the patio fencing will need a building permit from the Building Inspector. The location of the patio area is already relatively flat, and the proposed surface material is rolled shale stone. There is an existing concrete ramp from the bar/lounge door threshold to the ground surface that should be maintained.

Additionally, the need for protective bollards on this side of the patio should be discussed. If required, the highest need would be at the northeast corner of the patio, with two other bollards along the east side of the fence spaced out every 4-6 feet up to the planned exterior gate. Height of the bollards should not exceed the height of the fence, 3-4 feet high.

2. Police Chief Brian Redman - Note that while the fencing proposed appears to be in technical compliance with ordinance requirements in terms of physical construction requirements related to height and material, it is in my opinion of questionable sufficiency to prevent the passage of alcoholic beverages to individuals on the outside due to open construction. Applicant should be aware that this type of fencing will increase the ability to pass beverages to individuals outside the area and increased visual supervision of the area would be prudent and highly recommended.

d. Amplified music, speakers, microphones, televisions or other audio or 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.

Compliant. Applicant is aware of requirement and no amplified sound is proposed.

e. 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.

Recommended for discussion, see below comments.

Police Chief - As an additional caution relating to restrictions on noise and general character of the business, this section provides "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". It is important to understand that tolerance levels of other individuals vary greatly. What is reasonable to one may be completely unreasonable to another. Additionally, the location of the proposed area may be concerned to the neighborhood.

f. The size of the outdoor area may not be larger than 50 percent of the gross floor area of the licensed premises within a permanent building. Interior building capacity shall not be increased as a result of the addition of the outdoor area. The playing area of any outdoor sports area permitted under Section 11-69 shall not be included for purposes of determining compliance with this subparagraph so long as the playing area is not permitted to be occupied by persons not participating in the sporting activity for which the playing area is designed.

Compliant. The total gross floor area of the current indoor licensed area is 5184, the proposed 576 square foot patio is well within the 50% limitation.

g. 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."

Compliant. Applicant is aware of requirement.

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

Complaint. Applicant is aware of requirement.

i 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.

Compliant. Applicant is aware of requirement.

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

Compliant.

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

Compliant, applicant is aware of requirement.

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

Not applicable. No sports activities proposed.

Recommendation: As noted in sub section (3) above:

The Village Board may impose conditions specific to any outdoor areas of the licensed premises as deemed necessary to prevent undue adverse impacts on neighboring property, the character of the surrounding neighborhood, traffic conditions, parking or any other matter to protect the public health, safety, welfare or convenience, including, but not limited to:

- a. Restricting the hours during which alcohol consumption may be permitted within the outdoor area;
- b. Requiring additional parking beyond the minimum required by the Zoning Code;
- c. Regulation of lighting and screening;
- d. Any conditions recommended by the Public Safety Committee;
- e. Any conditions imposed by the Plan Commission as part of its required site plan review under Section 62-310 of this Code.

Staff puts for the item for consideration of approval pending additional information and discussion to work through the issues identified above

If recommended for approval, staff recommends the following conditions be required as part of approval along with any other conditions provided from the Committee:

1. Adequate ingress/egress for the areas as required by the McFarland Fire & Rescue Department

Memorandum

To: Public Safety Committee

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

Date: April 7, 2021

Re: **4911 Burma Road – American Legion, Outdoor Consumption Area Application**

On April 19, 2021, the Plan Commission will review the American Legion's Site/Design Application to add a 576 square foot outdoor consumption area to the front yard of the property, directly connected to the main bar/lounge area. 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 General Residence (R-3). 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 70 feet from the lot line of 4916 Burma, which is the closest parcel zoned for residential purposes, and approximately 100 feet from this multi-family residential building.
2. Fencing & Surface Material/Design. The applicant proposes to use a black metal/iron fence four feet in height. The Department is supportive of this design, noting that the patio fencing will need a building permit from the Building Inspector. The location of the patio area is already relatively flat, and the proposed surface material is rolled shale stone. There is an existing concrete ramp from the bar/lounge door threshold to the ground surface that should be maintained.
3. Emergency Ingress/Egress. Although not shown on the site plan, the Applicant is aware of the need to provide an emergency access to the patio via a gate as described in the McFarland Fire & Rescue Department review letter.
4. Vehicular Ingress/Egress and Parking. The proposed outdoor patio area will not impact existing ingress or egress to the property or modify any off-street parking stalls. The east side of the patio area will be approximately 10 feet from the edge of the driveway. The need for protective bollards on this side of the patio should be discussed. If required, the highest need would be at the northeast corner of the patio, with two other bollards along the east side of the fence spaced out every 4-6 feet up to the planned exterior gate. Height of the bollards should not exceed the height of the fence, 3-4 feet high.
5. Lighting & Security Cameras. There is one existing exterior light adjacent to the entrance to the bar/lounge area (refer to photo on page 2). In addition to the exterior door serving the patio area, there are two windows that provide visibility from the interior bar area to the patio. The Department recommends the Committee discuss lighting design and security camera needs for this area as desired.
6. Amplified Sound. No amplified sound is proposed for the patio area.

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

2020 Aerial of property/patio location



2021 Streetview of proposed patio area



McFarland

VILLAGE OF
Police Department



5915 Milwaukee St, McFarland, WI 53558 | 608.838.3151 |

Date: March 31, 2021

To: Cassandra Suettinger

From Lt. Brian Redman

Re: McFarland American Legion Post Outdoor Consumption Area Proposal

Cassandra,

I have reviewed the proposal submitted by the McFarland American Legion Post 534 for the Outdoor Consumption Area. As with the first proposals that were submitted, I am still concerned about potential noise effecting the neighborhood with the location on the front or north side of the building. Beyond that, the proposed area needs to have sufficient lighting and video surveillance to monitor the area. Also, adequate fencing around the area is a requirement.

The following Village Ordinances relate to my above comments:

Section 11-64 (N) of Village Ordinances:

(4)(C) Fencing - Note that while the fencing proposed appears to be in technical compliance with ordinance requirements in terms of physical construction requirements related to height and material, it is in my opinion of questionable sufficiency to prevent the passage of alcoholic beverages to individuals on the outside due to open construction. Applicant should be aware that this type of fencing will increase the ability to pass beverages to individuals outside the area and increased visual supervision of the area would be prudent and highly recommended.

(4)(E) Noise - As an additional caution relating to restrictions on noise and general character of the business, this section provides "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". It is important to understand that tolerance levels of other individuals vary greatly. What is reasonable to one may be completely unreasonable to another.

(3)(C) Lighting – Applicant should be required to install adequate lighting to clearly monitor the area for compliance with statute and ordinance.

Thank you,

Brian Redman

Lt. Brian Redman
McFarland Police Department



www.mcfarland.wi.us | 5115 Terminal Drive, McFarland, WI 53558 |
608.838.7287

March 31, 2021

RE: Revised Plans (2nd) for the American Legion Outdoor Consumption Area

I have reviewed the proposed outdoor consumption areas for the American Legion property on Burma Road.

I do not have any objections with the proposed plan.

Sincerely,

A handwritten signature in black ink, appearing to read 'James R. Hessling', is written in a cursive style.

James R. Hessling
Director of Public Works



McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110

(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

March 26, 2021

RE: Revised American Legion Outdoor Consumption Area

I have reviewed the proposed outdoor consumption areas for the American Legion in the Village of McFarland.

The proposed areas are utilizing one building exit to gain access from the inside going into the outdoor area. Therefore, there will be gates required to accommodate emergency exits and egress of the combined occupancy load of the interior and outdoor area. The exit gates must have clearance to swing freely outward during the winter and opening hardware meeting exit requirements. Snow and ice will need to be cleared from these exits to accommodate gate function and egress.

The revise application did not state if this was going to be an area with seating or standing room. If seating, the occupancy load of the revised outdoor area will be 38 people. The occupancy load will then be 82 people for standing in the revised outdoor consumption area. The stated occupant capacity is only calculated to the newly propose outdoor consumption area and does not include the interior bar and lounge capacity.

At this time, McFarland Fire & Rescue recommends approval if the egress issues will be addressed.

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

Fire Inspector/Public Education Specialist

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

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, April 19, 2021

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding redevelopment of 4810, 4818, 4902 and 4908 Terminal Drive, including a preliminary concept plan submitted by Ryan Quam for development of Waubesa Village Phases 4 & 5.

PREVIOUS ACTION:

2006, Village acquisition of 4902 Terminal Drive

2015, 2017, 2020 Approval of Planned Unit Development, General and Detailed Plans, for Waubesa Village Phases 1-3

2015 TIF Development Agreement for Waubesa Village Phase 1

2017 TIF Development Agreement for Waubesa Village Phase 2

2020 Amendment to TIF Development Agreement for Waubesa Village Phase 2

ISSUE SUMMARY:

Ryan Quam has acquired an option to purchase 4908 Terminal Drive and is negotiating an option to purchase 4810 & 4818 Terminal Drive. The Village currently owns 4902 Terminal Drive. Ryan Quam desires to construct Waubesa Village Phase 4 & 5 on these properties. A conceptual site plan is included in the packet. Ryan has requested to appear before the CDA (April 7th) and Plan Commission (April 19th) for pre-application meetings to discuss his design concepts for the subject properties to gather preliminary input prior to proceeding with formal applications for TIF Development Incentives and zoning permits.

Existing property conditions include:

- 4810 Terminal Drive: Cindy's Custom Interiors, Zoned C-H Commercial Highway, 0.47 Acres, \$226,800 Assessed Value
- 4818 Terminal Drive: Single Family Home, Zoned C-H Commercial Highway, 0.72 Acres, \$188,100 Assessed Value
- 4902 Terminal Drive: Vacant, Zoned C-H Commercial Highway, 0.31 Acres, \$0 Assessed Value
- 4908 Terminal Drive: Single Family Home, Zoned C-H Commercial Highway, 0.52 Acres, \$217,200 Assessed Value

Phase 4 would consist of a 27-unit apartment building, on 4902 and 4908 Terminal Drive.

Preliminary construction schedule is September 2021 through May 2022. This building would be identical to the Phase 2 and 3 buildings, consisting of a combination of one and two bedroom



apartments with underground parking. A preliminary grading plan for Phase 4 is provided in the packet. Construction of Phase 4 would include removal of the previously approved emergency access only drive to Terminal Drive that was approved as part of the Detailed Plan for Phase 3.

Instead, the driveway would be rerouted slightly to the south as part of the construction of additional off-street parking for Phase 4.

Phase 5 would consist of an apartment building similar to Phases 2-4. Closing on 4810 and 4918 Terminal Drive would not be anticipated to occur until September of 2026 and would be subject to TIF Development Incentives. Since the expenditure period for TID #3 ends in August 2022, a new TID would be required to be approved by the Village Board and Joint Review Board in order to consider TIF development incentives as part of the Phase 5 project.

Development of Phase 5 would include revisions to the access drive and off-street parking lot constructed with Phase 4. This would allow the access drive to Phases 1-4 to align with the intersection of Ivywood Trail, and shared use of the off-street parking lot between Phases 4 & 5.

Given the extended closing date, and uncertainty of creation of a new TID, consideration for approval of the site design for Phase 4 should be viewed with an assumption that Phase 5 may never be developed.

A preliminary review of the Phase 4 concept to the Mixed-Use Lakeview Subdistrict Design Guidelines from the Terminal & Triangle District Plan is provided in the packet. Two site design items discussed at the CDA meeting was the extension of the sidewalks (or bike path) to the edge of the property and potential reconstruction of Terminal Drive, or a portion thereof, as a TID #3 project as this area continues to see infill residential development. Village Staff are working on developing cost estimates and alternatives for a potential street reconstruction project. The conceptual cross section for the redevelopment of Terminal Drive from the Terminal and Triangle District Plan is included in the packet for reference. Final design of any road reconstruction project is to be determined.

The following outlines a tentative schedule for various permit/project approvals for Phase 4 if the project proceeds forward:

- TIF Development Incentives Application for Phase 4 (tentative dates: May 5th CDA & May 24th Village Board)
- Amendment to the Planned Development, General & Detailed Development Plan for Waubesa Village Phases 1-4 (tentative dates: May 17th Plan Commission & May 24th Village Board)
- Real Estate & Development Agreement for Phase 4 (tentative dates: July 7th CDA & July 12th Village Board)
- Closing on 4902 Terminal Drive (tentative date: July 30th)
- Certified Survey Map to combine Phases 1-4 as one lot (tentative date: August 16th Plan Commission)
- Building Permit for Phase 4 (tentative date: August 31st)
- Start Construction Phase 4 (tentative date: September 1st)
- Building Occupancy Phase 4 (tentative date: June 1st, 2022)



The following outlines a tentative schedule for various permit/project approvals for Phase 5 if the project proceeds forward:

- Approval of a new TID, including 4810 & 4818 Terminal Drive. These properties may be included as part of the Village's future consideration of an overlay to existing TID #3. Approval of this overlay TID by the Village Board and Joint Review Board may occur between September 2022 and September 2026 to enable consideration of a TIF Development Incentive for Phase 5 under the applicants proposed timeline.
- Amendment to the Planned Development, General & Detailed Development Plan for Waubesa Village Phases 1-5 (tentative date: Spring/Summer 2026)
- Certified Survey Map to combine Phases 1-5 as one lot (tentative date: Spring/Summer 2026)
- Start Construction Phase 5 (tentative date: September 1st, 2026)
- Building Occupancy Phase 5 (tentative date June 1st, 2027)

FINANCIAL/BUDGET IMPACT:

TID #3 previously provided incentives of \$552,583 (Phase 1) and \$360,000 (Phase 2), for a total of \$912,583. The Phase I & 2 Development Agreement obligates the Developer to a Guarantee of Tax Increment based on a fair market value of the property of no less than \$8,100,000 (\$4,300,000 for Phase 1 plus \$3,800,000 for Phase 2). Phase 3, currently under construction, did not include TIF development incentives. The 2020 Fair Market Value of Phases 1 & 2 is \$8,281,315.

The Developer's preliminary acquisition and construction cost estimates for Phase 4 are \$4,925,000. Consideration of a formal application for TIF Development Incentives is anticipated for review at the May 5th CDA meeting. Preliminary indications include a request for donation of 4902 Terminal Drive (Village lot) plus a \$340,000 TIF Loan, payable at building occupancy. This is subject to change and further discussion after the April preliminary concept discussions with the CDA and Plan Commission as Ryan works to finalize the development proposal. Assuming a post construction assessment value of \$3,800,000 for Phase 4, the project would generate approximately \$68K in tax increment beginning in year 2023, and \$340,000 prior to closure of TID #3. A proforma estimating the financial impacts to the TID will be prepared as part of future consideration of the formal TIF Development Incentives application at the May CDA meeting.

In addition to generating tax increment revenue for TID #3, Phase 4 will also generate general revenues to the Village through the collection of building permit and impact fees, estimated at \$130K.

VILLAGE PLAN REFERENCE:

4313 Triangle Street is located within the following adopted Village plans available for review on the [Community & Economic Development](#) website:

- TIF District #3 (adopted 2004).



- Terminal and Triangle District Plan (adopted 2005), specifically the Mixed-Use Lakeview Village Subdistrict. Preferred land uses include mixed-use buildings & sites, office & residential, neighborhood & lake-oriented retail, higher profile buildings, and under-building parking. Appendix B of the plan includes a Summary of Site and Building Design Standards applicable to the Mixed-Use Lakeview Village Subdistrict.
- Redevelopment District No. 1 (adopted 2010), specifically within the Mixed Use Commercial/Residential Subdistrict.
- Comprehensive Plan (adopted 2017). This plan identifies the property for future Mixed Use/Flex Commercial. Figure 4.1 of the plan, identifies the General Description of Land Uses Allowed includes 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. Typical Implementing Zoning Districts includes the PD Planned Development District.

ORDINANCE REFERENCE:

- Sec. 62-67 PD Planned Development
- Sec. 62-73 Terminal and Triangle Design Overlay District
- Mixed Use Lakeview Village Subdistrict Design Guidelines from the 2005 Terminal and Triangle District Plan
- Sec. 62-310 Site Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

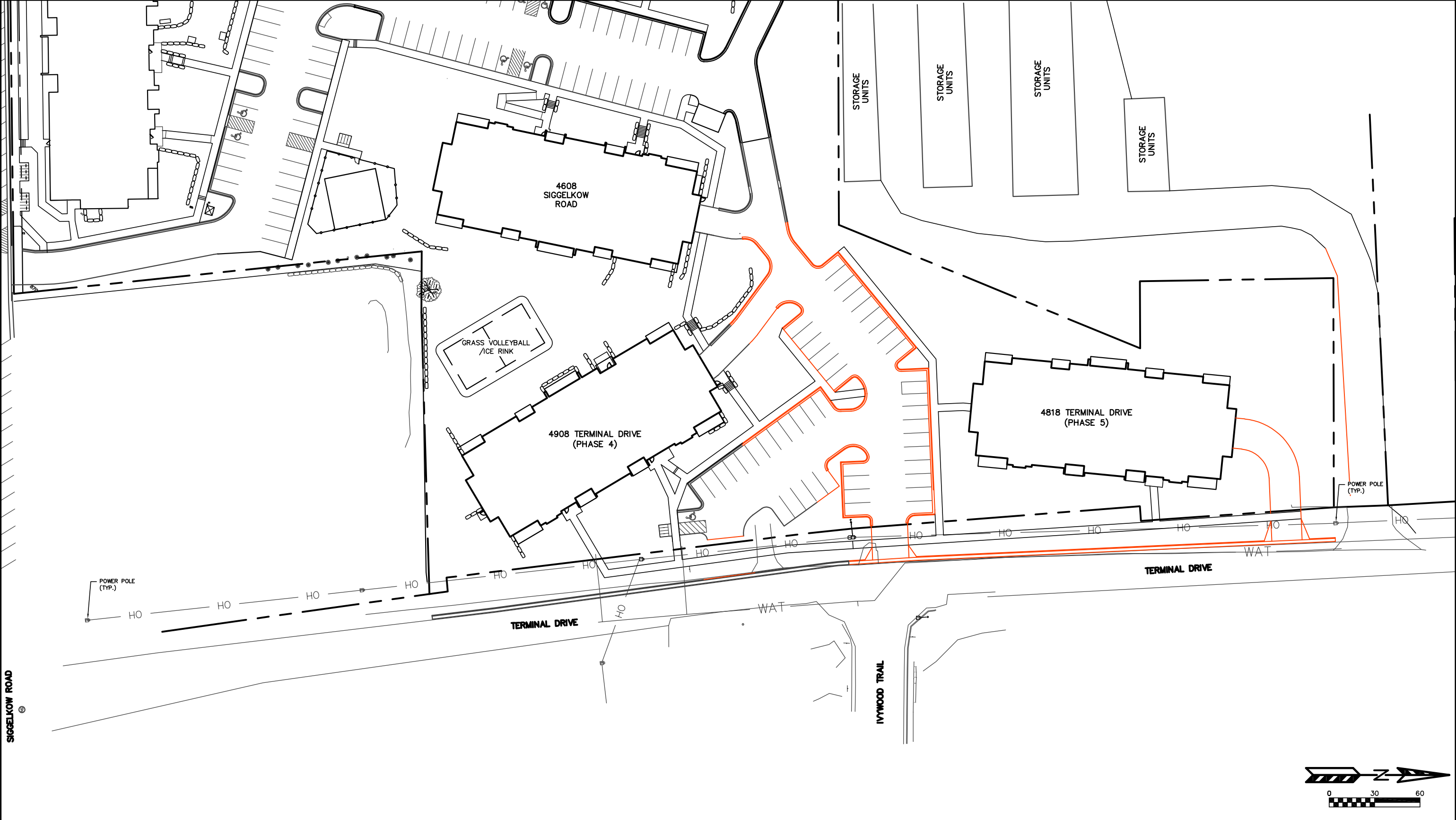
This agenda item is for discussion only to provide the Plan Commission an opportunity to discuss the redevelopment of the subject properties and to provide Ryan Quam and Village Staff with initial feedback on the proposed land use and preliminary site design, prior to Ryan Quam appearing for approvals of zoning applications or negotiating a real estate acquisition and TIF incentives development agreement.

ATTACHMENTS:

1. Waubesa Village Phase 4 and 5-Concept Plan
2. Waubesa Village Phase 4 Prelim Grading Plan 3-23-2021
3. Waubesa Village Phase 4 Rendering
4. Appendix B-Mixed Use Lakeview Village Subdistrict-Building and Site Design Checklist-Terminal and Triangle District Plan-09.08.2005
5. Map_2_-_Planned_Land_Use_TTD Plan
6. Map_6_-_Mixed-use_Lakeview_Village
7. Terminal Drive Conceptual Cross Section_09.08.2005
8. McFarland_Comprehensive_Plan_-_Future_Land_Use_Map
9. Comp Plan, Figure 4.1(page 36)



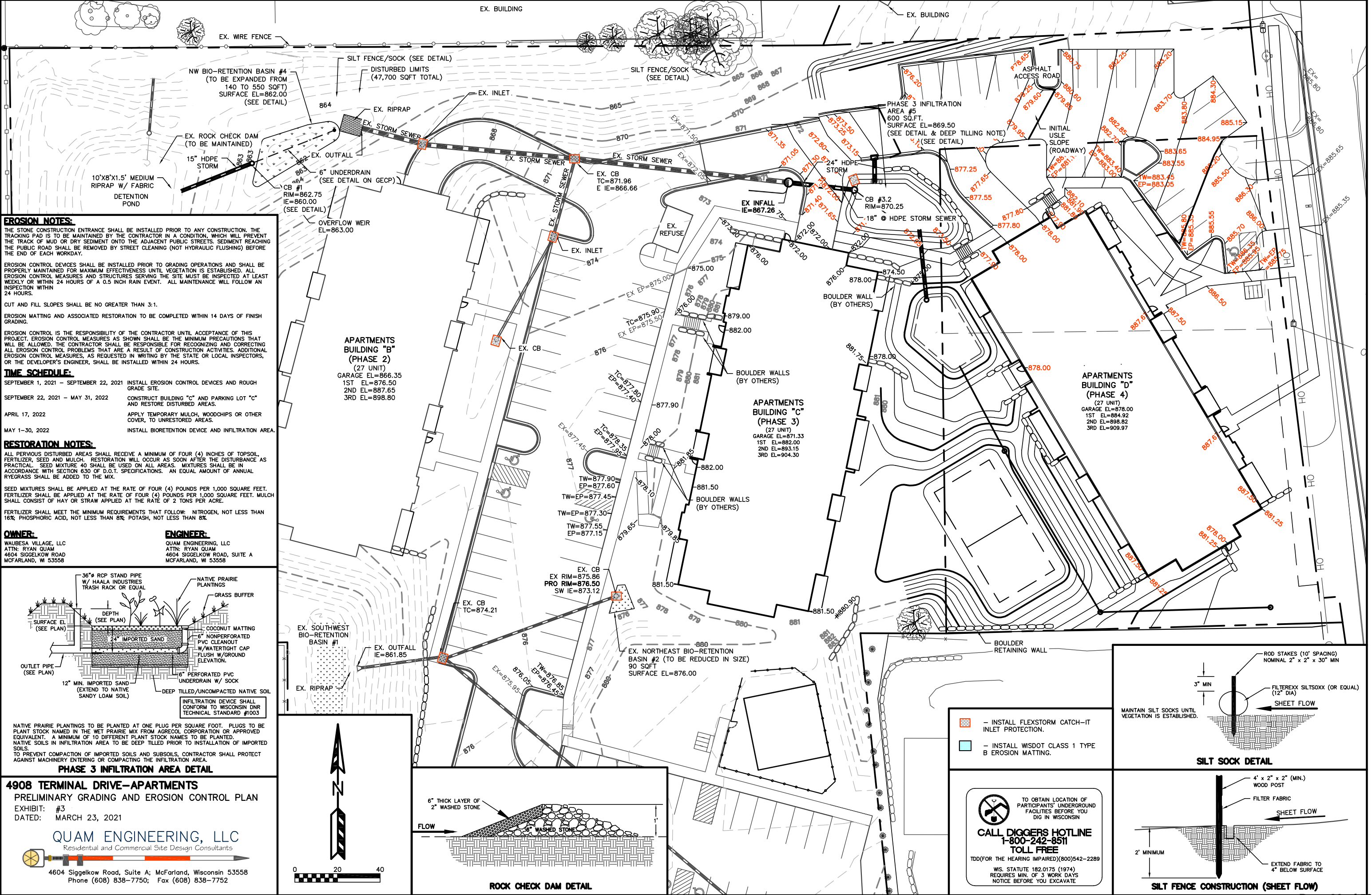
SIGGELKOW ROAD



4818 TERMINAL DRIVE – MIXED USE DEVELOPMENT
CONCEPT PLAN – PHASE 5
SHEET: 1 OF 1
DATED: MARCH 23, 2021

QUAM ENGINEERING, LLC
Residential and Commercial Site Design Consultants

4604 Siggelkow Road; McFarland, Wisconsin 53558
Phone (608) 838-7750; Fax (608) 838-7752





Mixed-Use Lakeview Village Subdistrict

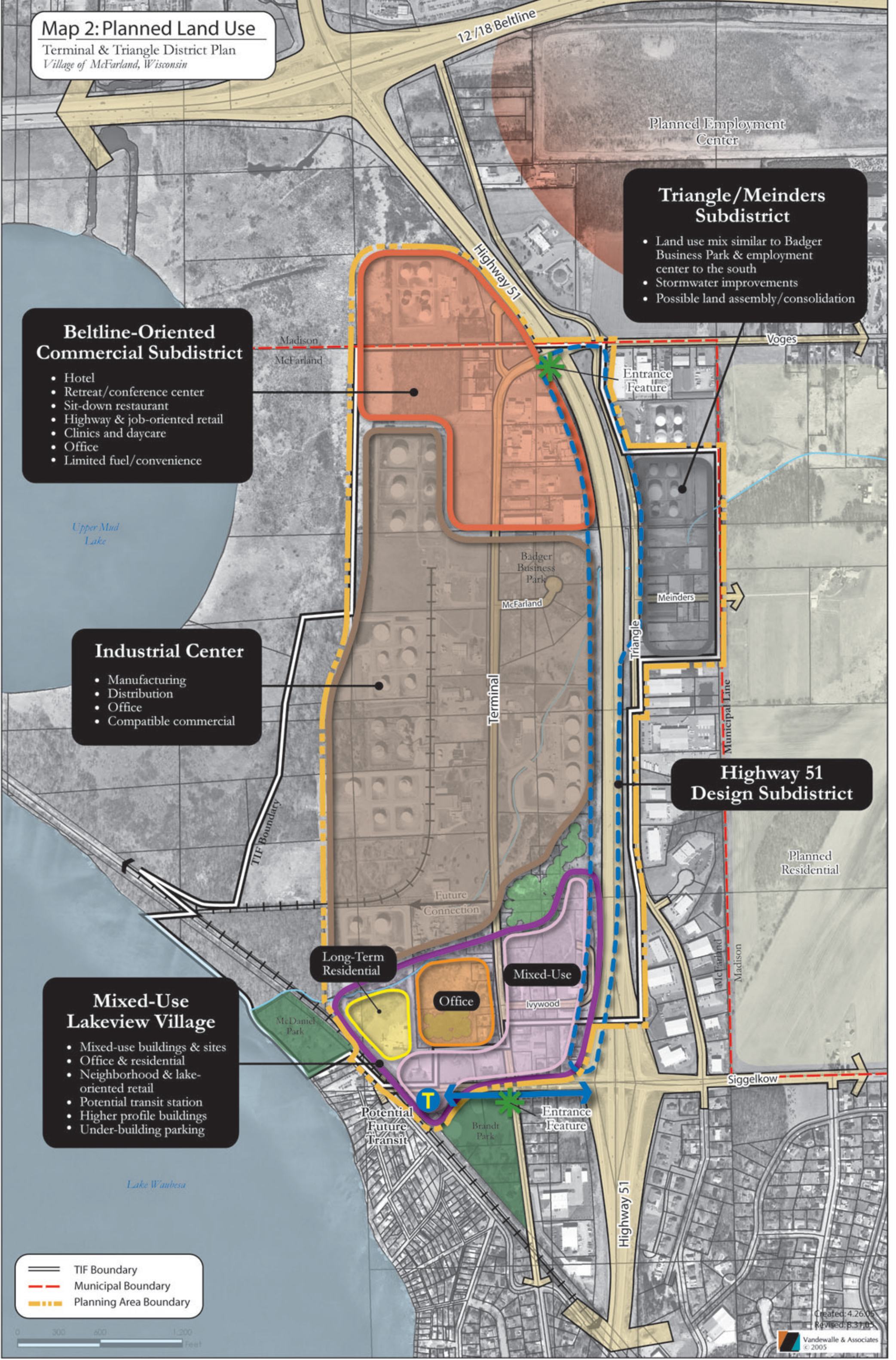
Guidelines	Yes	No
Site Design		
1. Does the project coordinate vehicular and pedestrian circulation with development on adjacent lots?	✓	
2. Does the project include sidewalks?	✓	
3. Does the project connect building entries to sidewalks and crosswalks?	✓	
4. Does the project provide bicycle parking?	TBD but likely given knowledge of Phase 1-3 design	
5. Does the project locate service areas, mechanical equipment, and refuse containers to the rear of buildings and screen them?		
6. Does the project screen ground-, roof-, and wall-mounted mechanicals?		
7. Does the project minimize curb cuts and access points to public streets and coordinate with the recommended street pattern?	✓	
8. Does the project construct parking areas and landscaped islands with curbs and gutters at edges?	✓	
9. If near the transit oriented" sites close to the future transit stop and Sigglelkow Road, does the project include urban, landscaped plazas in lieu of front lawns for?	NA	
10. Does the project include front yards, plazas and parking areas with plantings and sculpture that reflect the "lakeview village" orientation and character of this district?	TBD	
11. Does the project preserve woods, lake views, and topography when sites develop?	✓	
12. Does the project seek out and protect Capitol views?	✓	
13. Does the project have a FAR between 0.35 and 3.0?	✓	
14. Is a minimum of 50% of the front building wall 5' to 20' from Sigglelkow Road right-of-way?	NA	
Building Design & Materials		
1. Does the project include buildings which are between two and five stories in height?	✓	
2. Does the project incorporate architectural styles that are compatible with the surrounding lakefront community?	✓	
3. Do the lower levels of commercial and office buildings have at least 50% transparent surfaces?	NA	
4. Does the project create a design character easily utilized for a wide variety of business identities?	NA	
5. Does the project include buildings which continue the architectural theme, design elements, and detailing on all sides (particularly on all facades adjoining public streets)?	✓	
6. Does the project include buildings which are compatible in height and scale to surrounding buildings, or provide appropriate transitions?	✓	
7. Does the project vary building facades by using different but complementary colors, material arrangements, wall setbacks, roof lines, and/or windows?	✓	
8. Does the project provide overhangs for pedestrian shelter?	✓	
9. Does the project use high-quality natural building wall materials, such as stone, brick and glass?	✓	

Guidelines		Yes	No
Building Orientation			
1. Does the project consider the placement and orientation of surrounding buildings and streets for cohesion between sites and an attractive street scene?		✓	
2. Does the project orient building facades parallel to the primary abutting street, with entrances and storefronts oriented toward that street?	Buildings are angled based on site topography which maybe deemed acceptable	TBD	
3. If the proposed building is oriented toward Siggelkow Road, is a minimum of 75% of the front building wall 5' to 20' from the street's right-of-way?		NA	
4. If the proposed building is not on Siggelkow Road, it is set back from the street to maximize lake and possible Capitol views and to minimize tree disturbance?		✓	
5. Does the project make public entrances clearly identifiable and accessible?		✓	
6. Does the project site buildings to allow for safe pedestrian and vehicular circulation?		TBD	
Lighting			
The location of an access drive to Terminal Drive has been part of prior discussions for Phase 2 & 3 and should be revisited again for Phases 4 & 5			
1. Does the project include pedestrian scale lighting in front of buildings?		TBD but likely given knowledge of Phase 1-3 design	
2. Does the project include parking lot lighting to not exceed 25 feet in height?			
3. Are all exterior light fixtures at least three feet from all lot lines?			
4. Does the project utilize incandescent or high-pressure sodium (HPS) light fixtures?			
5. Do average illumination levels in parking lots exceed 5 footcandles?			
6. Do illumination levels at lot lines exceed 0.5 footcandles?			
Parking			
1. Does the project rely on-street parking (except on Terminal Drive, Highway 51, and Triangle Street before reconstruction)?	Does not rely on on-street parking	✓	
2. Does the project site parking to the rear or non-street side of the main building?		✓	
3. Does the project buffer front and side parking from the public street?		TBD	
4. Does the project share parking lots among uses with demands at different times?		NA	
4. Does the project divide larger parking lots into pods, each less than 100 spaces?		✓	
5. Does the project provide landscaped islands, each a minimum of 200 square feet, and at a minimum rate of one island for every 20 parking spaces?		✓	
6. Does the project encourage safe pedestrian walkways to the building?		✓	
7. Does the project include paved parking areas?		✓	
Signage			
1. Does the project locate new signs along Siggelkow Road on the first floor areas only?		Need for monument sign at Terminal Drive entrance should be discussed. In addition, the location of CBU's for Phase 4 & 5.	
2. Does the project include signs which are shaped to reflect the use of the building, scaled with relation to the size of the building and the pedestrian orientation of the district, and designed to reflect the desired "lakeview village" theme of the area?			
3. Does the project integrate signage location and shape with building design?			
4. For sites not along Siggelkow Road, does the project include either wall-mounted or monument-style ground mounted signs only?			
5. Are monument signs constructed of durable base materials that are similar to main building materials?			
6. Do monument signs include landscaping near the base?			
7. Does the project screen external spot or flood lighting of signs?			

minimal front yard parking

Map 2: Planned Land Use

Terminal & Triangle District Plan
Village of McFarland, Wisconsin



Created: 4.26.05
Revised: 8.31.05

Vandewalle & Associates
© 2005

Map 6: Mixed-Use Lakeview Village

Terminal & Triangle District Plan
Village of McFarland, Wisconsin

Legend

- Commercial - Retail or office
- Office
- Mixed Use - Ground floor commercial residential above
- Residential
- Parking
- Existing Residences
- Existing Businesses
- Existing trees
- Proposed trees

Industrial Center

High-Track

Prairie Plantings

Future Access

Exxon-Mobil

Stormwater Detention

Lake Views

Train Depot

SIGGELKOW

Brandt Park

HIGHWAY 51

See Alternative Office Plan on Page 35

Potential Future Commercial Redevelopment



Condominium



Office



Mixed Use



Train Depot

Area could be developed as a mix of office, residential, and retail uses

Future Commuter Rail & Multi-Use Path

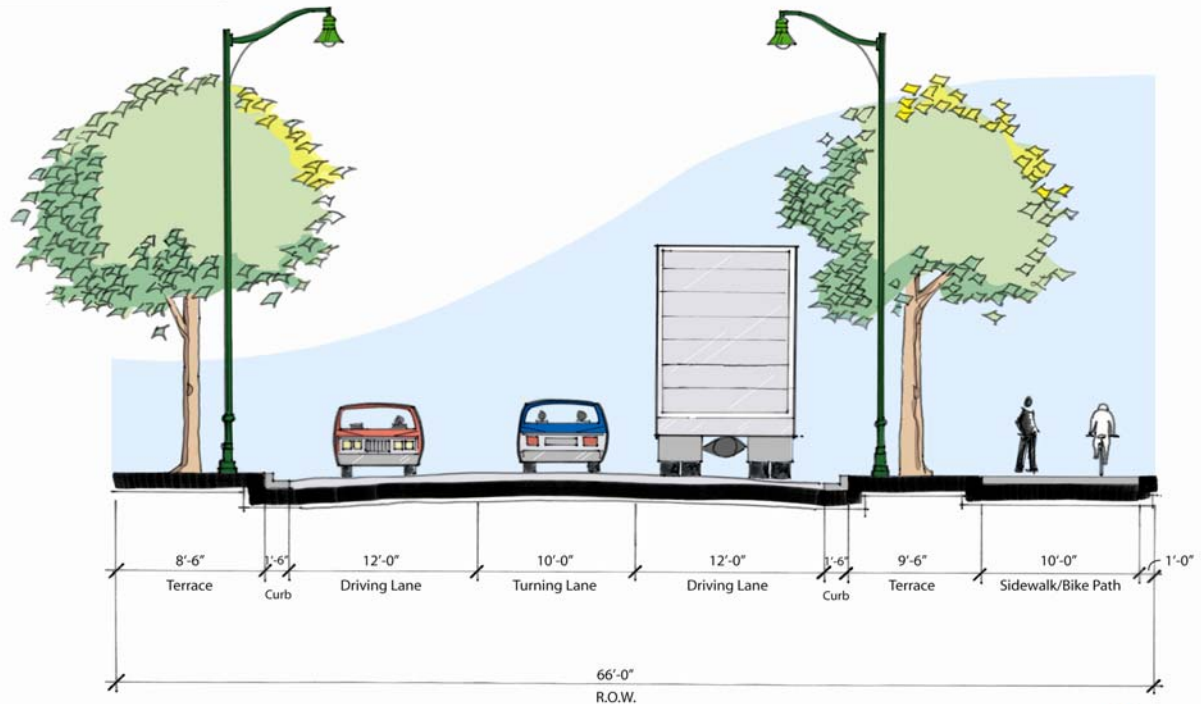
Possible Capital View

Lake Waubesa



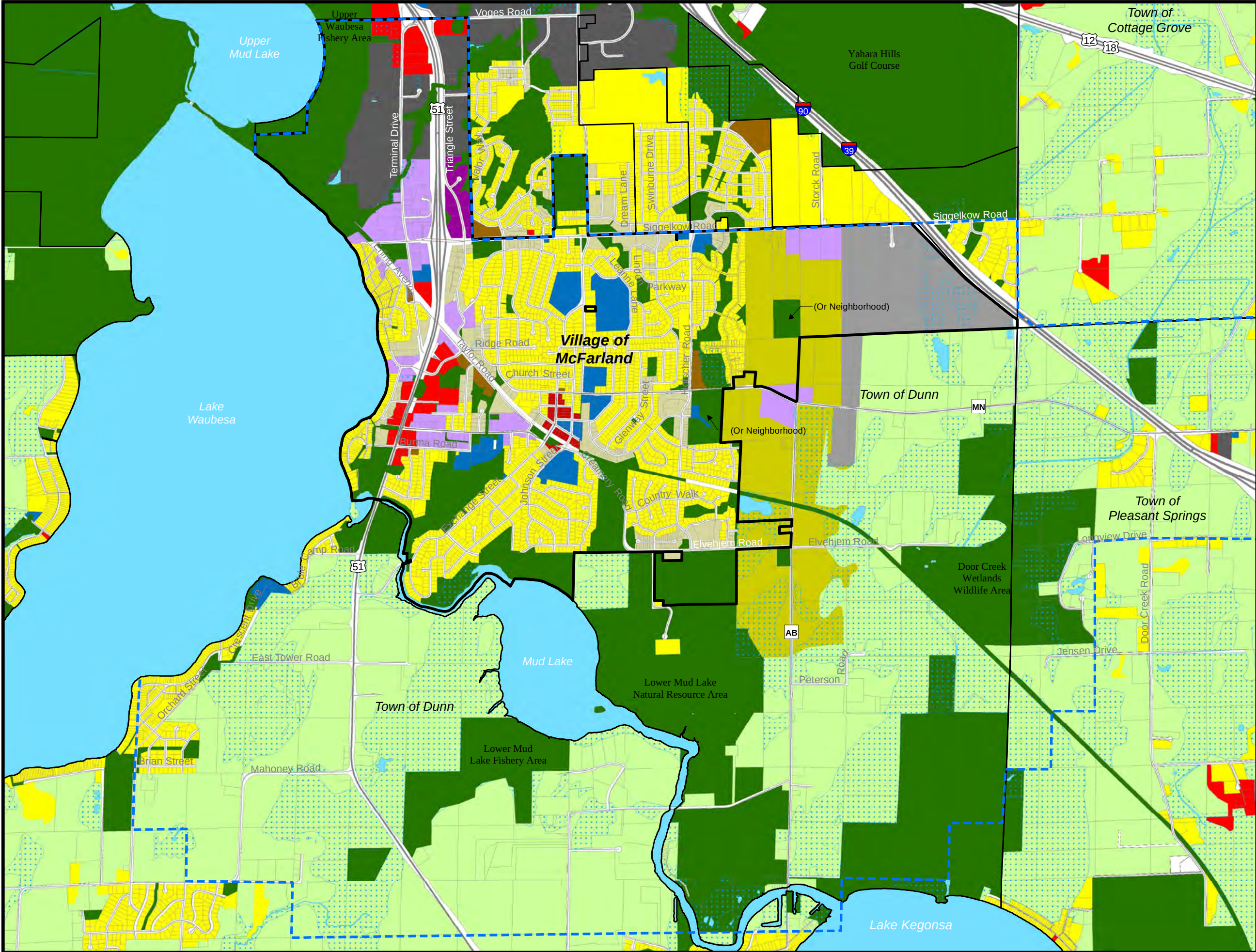
These recommended improvements to Terminal Drive may be phased over time. The highest priority for upgrades in accordance with these standards is within the Beltline-Oriented Commercial Subdistrict. The present rural cross section street is not compatible with the desired character of that subdistrict.

Terminal Drive Section (Looking North)
Terminal & Triangle District Plan
Village of McFarland, Wisconsin



Vanderhoff & Associates
© 2005

Triangle Street should also be improved to urban street standards, in a manner comparable to improvements within the McFarland Commerce Park to the south.



MAP 6

FUTURE LAND USE



COMPREHENSIVE PLAN

Legend

Future Land Use

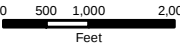
- Single Family Residential
- Two Family and Townhouse Residential
- Multiple Family Residential
- Neighborhood
- Downtown
- Highway and General Commercial
- Commercial Park
- Industrial
- Mixed Use/Flex Commercial
- Institutional and Governmental
- Public Lands, Recreation, and Environmental Corridor
- 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.



Date: May 2019

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



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.

Memorandum

To: McFarland Plan Commission

From: Community Development Department Staff

Date: April 15, 2021

Re: **March Property Maintenance Report**

Date	Address	Owner	Complaint Type	Complaint Comments	Status
3.1.21	5301 Falling Leaves lane	Othrow	Work w/o Permit	Work with no permit	Resolved
3.9.21	5606 Scott Street	Kristapovich III	Vehicle Improperly Parked	auto on lawn	Letter Sent
3.9.21	5609 Scott Street	Burns	Vehicle Improperly Parked	trailer on lawn	Resolved
3.10.21	5704 Black Walnut Drive	MacDonald	Vehicle Improperly Parked	trailer on lawn	Resolved
3.10.21	5010 Rustic Way	Shubat	Work w/o Permit	Work with no permit	Letter Sent
3.12.21	5323 Autumn Lane	Hansen	Vehicle Improperly Parked	trailer on lawn/yard structure	Resolved
3.17.21	5715 Main Street	Plisch	Vehicle Improperly Parked	trailer on lawn	Resolved
3.19.21	5811 E. Open Meadow	Hellenbrand	Other	basketball hoop in street	Resolved
3.19.21	6330 Perrot Place	Urso Properties Inc	Other	basketball hoop in street	Resolved
3.22.21	5106 Black Walnut	Hammerling	Junk/Debris	Camper/trailer/pallets/debris	Letter Sent
3.23.21	5976 Holscher Road	Smith	Vehicle Improperly Parked	trailer on lawn	Letter Sent
3.25.21	5519 Milwaukee Street	Gruenberg	Junk/Debris	junk/debris in yard	Monitoring
3.25.21	6008-6010 Merrill Street	Collins	Work w/o Permit	building deck w/out permit	Letter Sent
3.29.21	5315 Paulson Rd Unit B	Hardesty	Other	CUP violation	Letter Sent
3.31.21	6018/20 Johnson Street	Elmer	Work w/o Permit	Work with no permit	Resolved
3.31.21	6403 Crestwood Circle	Dodge	Other Property Maintenance	pool- maintenance issue	Letter Sent

Memorandum

To: McFarland Plan Commission & CDA

From: Andrew Bremer, AICP
Community & Economic Development Director

Date: April 15, 2021

Re: **March 2021, 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

	2020	6-Year	4-Year	2-Year	2021
Building Permits (new construction)	Actual	Average	Average	Average	Actual YTD
SF (Total Units)	50	52	62	58	3
Duplex (Total Units)	2	10	14	8	0
MF (Total Units)	100	34	42	64	55
Total Res. Units	152	96	117	130	58
Commercial	2	3	3	2	0

* As of 3/31, 25% through calendar year

52 total building permits issued in the month, including two new single-family homes. The year started with 17 vacant SF lots in the active east-side subdivisions (excluding Rosewood Fields), there are 15 remaining.

YTD Department Revenues

		2020	6-Year	4-Year	2-Year	2021	2021	YTD % of
Account		Actual	Average	Average	Average	Budget	Actual YTD	Budget
44300-101	Building Permit	\$ 107,880	\$ 86,912	\$ 108,271	\$ 107,597	\$ 100,000	\$ 19,310	19%
44300-102	HVAC Permit	\$ 35,771	\$ 31,876	\$ 39,038	\$ 33,402	\$ 42,500	\$ 5,589	13%
44300-103	Plumbing Permit	\$ 34,745	\$ 33,641	\$ 40,767	\$ 36,058	\$ 42,500	\$ 6,713	16%
44300-104	Electrical Permit	\$ 50,335	\$ 42,755	\$ 52,062	\$ 48,718	\$ 48,000	\$ 7,299	15%
44300-105	Sprinkler Fee	\$ 6,210	\$ 3,197	\$ 4,776	\$ 4,466	\$ 7,750	\$ 4,545	59%
44300-106	Fire Alarm Inspection Fee	\$ 2,465	\$ 2,485	\$ 3,728	\$ 3,490	\$ 5,000	\$ 690	14%
44300-108	CD Occupancy Inspection Fee	\$ 9,535	\$ 8,148	\$ 9,496	\$ 8,993	\$ 9,000	\$ 2,920	32%
44900-000	Misc. CD Permit Fees	\$ 136,217	\$ 125,238	\$ 156,972	\$ 120,464	\$ 75,000	\$ 6,958	9%
46800-000	Community Development Fees	\$ 22,556	\$ 11,887	\$ 12,530	\$ 16,166	\$ 12,500	\$ 2,556	20%
47210-000	City - Building Inspection	\$ -	\$ 18,696	\$ 10,159	\$ -	\$ -	\$ -	0%
	Total Revenue	\$ 405,713	\$ 364,834	\$ 437,798	\$ 379,353	\$ 342,250	\$ 56,579	16.5%

* As of 3/31, 25% through calendar year

Total C&ED deposits for the month were \$41,822.78.

Summary of Department Activities:

- Continued work with the Ad-Hoc Sustainability Committee on development of the Sustainability Plan.
- Continued work on McFarland Park and Community Park Master Plans.
- Village Board action on prior month C&ED related applications/projects:
 - Authorized changes to job description for Department Clerk to include Property Maintenance Officer.
 - Authorized job description and request to fill vacancy for part-time Planning & Zoning Assistant.
 - Approved TIF Development Incentives Application for 5411 Bashford Street (Dan Chin Homes)
- Status update of larger development projects previously approved:
 - 5610-14 USH 51 (Neitzel) commercial development. Stoughton Health Urgent Care wall sign complete, interior construction ongoing with occupancy anticipated in May/June.
 - 4608 Siggelkow Road (Waubesa Village Phase 3). Exterior framing completed.
 - Condos at Prairie Place Condominium (CF Investments). Construction on-going for all buildings.
 - 4900 Larson Beach Road (Taylor Pointe Apt). Foundation construction nearing completion.
- Meetings, Webinars & Conferences attended by Department Director:
 - March 1st, Personnel Committee meeting
 - March 3rd, CDA meeting
 - March 5th, Webinar: [Leadership for Sustainability Strategies for Tackling Wicked Problems](#)
 - March 8th, Village Board meeting
 - March 11th, Sustain Dane Green Team Roundtable
 - March 11th, Sustainability Committee meeting
 - March 15th, Plan Commission meeting
 - March 16th, Chamber Board meeting
 - March 18th, Webinar: WDNR Grant Funding Opportunities
 - March 19th, Webinar: UWM Introduction to Housing and Urban Development Programs
 - March 22nd, Village Board meeting
 - March 24th, Webinar WEDA Evolving Commercial Real Estate Market
 - March 25th, Parks Committee
 - March 26th, Webinar: [Gray to Green Communities Addressing Affordable Housing and Sustainability](#)
 - March 30th, Webinar [Supporting the Virtuous Cycle of Water and Prosperity](#)
 - March 31st, Dane County Sustainability Leaders meeting

Look ahead to potential May 5th, CDA Items:

- 5411 Bashford Street, Development Agreement (Dan Chin Homes)
- 4313 Triangle Street, TIF Development Incentives Application (CTW Flooring)
- 4908 Terminal Drive, TIF Development Incentives Application (Quam, Waubesa Village Phase 4)
- TID #3 Project Plan Review

Look ahead to potential May 17th, PC Agenda Items:

- Grand View Lot 3, Conditional Use Permit, Site/Design Permit (Wisconsin Power & Light, Natural Gas Substation)
- 5411 Bashford Street, Resolution 2021-10 Vacate ROW and utility easement (Dan Chin Homes)
- 4313 Triangle Street, Site/Design Application (CTW Flooring)
- 4908 Terminal Drive, PUD Application (Quam, Waubesa Village Phase 4)
- 6001 Broadhead Street, Site/Design Application (proposed Public Safety Building)