

VILLAGE OF MCFARLAND  
**Plan Commission Minutes**  
*Tuesday, January 18, 2022 - 7:00 PM*

**1. CALL TO ORDER, ROLL CALL.**

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

Members Present: Carolyn Clow, Chris St. Clair, Peter Bloechl-Anderson, Tammy Olson, Christopher Reynolds

Members Absent: Scott Peters, Eric Green

Staff Present: Andrew Bremer, Karen Knoll, Kong Thao

**2. PUBLIC APPEARANCES.**

- a. *This is an opportunity for members of the public to address the Plan Commission. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to [cassandra.suettinger@mcfarland.wi.us](mailto:cassandra.suettinger@mcfarland.wi.us) to be included as part of the meeting.*

None

**3. APPROVAL OF MINUTES.**

- a. *Review and possible approval of the December 20, 2021 Plan Commission meeting minutes.*

Clow moved to approve the December 20, 2021 Plan Commission meeting minutes. St. Clair seconded the motion. Motion carried 5-0.

**4. PUBLIC HEARING**

- a. *Public Hearing on a Conditional Use Permit (CUP) amendment requested by U.S. Ventures, Inc. for installation of additional rail car spurs, at 4402 and 4306 Terminal Drive, McFarland, WI. Property zoned M-IC Manufactured-Intensive Commercial.*

Clow opened the public hearing at 7:06 p.m.

Bremer reviewed the proposal as included in packets, including the site location, history of the property and CUP's currently approved for the site. This CUP application does not include any additional buildings, only additional rail expansion.

Dan Morrill Vice President of terminal operations for U.S. Ventures gave a summary of the history of the company and their safety qualifications. They currently have a lease with a site in Madison that they use for rail car storage. This lease is expiring so they are looking to add additional rail car storage capacity to bring the cars directly into their

McFarland site. As they will be bringing more cars in and out at one time, there will be no expected increase in traffic. Morrill reviewed the application as included in packets.

Commissioners had an opportunity to ask questions of Morrill regarding the requested CUP.

Bremer reviewed the Department Head staff comments as included in packets. There was no public comment received in regards to this application, nor was there anyone online or in the meeting room wishing to speak.

Clow closed the public hearing at 7:17 p.m.

- b. Public Hearing on a temporary Conditional Use Permit (CUP) requested by Kwik Trip, Inc. for temporary parking of up to 13 fleet vehicles, at 4015 Terminal Drive, McFarland, WI. Property zoned C-H Commercial Highway.

Clow opened the public hearing at 7:18 p.m.

Bremer reviewed the history of this site, current approved CUPS along with Kwik Trips approved CUPS for a convenience store and gas station on the site. Kwik Trip is requesting a temporary CUP, per the application in packets, to park up to 13 fleet vehicles at the property before the new store is constructed. Bremer also went over the fencing of the property along with staff report questions and responses from Kwik Trip. There is a staff recommendation for the addition of security cameras to the existing building. The request is for a temporary CUP which will terminate at the end of 2024, which coincides with the lease of the existing tenant, or upon completion of Kwik Trips new convenience store and gas station, whichever ever comes first. There is also a public utility easement along the southside of the property, as discussed in staff comments in the event the Village may wish to construct a frontage road. Approval would need to be contingent on that easement.

Gabe Wieser indicated he is representing Kwik Trip for their request to park fleet vehicles at this site. Wieser reviewed their application, summarizing this will be for fleet equipment of up to four perishable and nine petroleum tractors to be parked for a short amount of time for drivers between routes, normally between shifts. The equipment will be locked when parked, and the fuel tankers will be empty. Gordon Foods currently parks their fleet at this site and intends to through the term of their lease which ends in 2024. Kwik Trip will be installing additional fencing, paint parking stalls and add signage to the site. Commissioners discussed possible traffic concerns, implications if this was not approved, what the site would look like when completely built out, the term length for this proposed temporary CUP application.

There was no one present or online indicating they wanted to make any public comments, nor had any written correspondence been received.

Clow closed the public hearing at 7:30 p.m.

## **5. BUSINESS.**

## **6. STAFF REPORTS**

### *a. Property Maintenance Report*

Bremer summarized the snow removal code for sidewalks for property owners as December had the first snow event of the season.

### *b. Director's Report*

Bremer presented his report as provided in packets.

## **7. SCHEDULE NEXT MEETING DATE.**

### *a. Monday February 21, 2022 at 7:00 p.m.*

## **8. ADJOURNMENT.**

Reynolds moved to adjourn. Olson seconded the motion. Motion carried 5-0. The meeting adjourned at 7:42 p.m.