

Plan Commission

Monday, March 21, 2022**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/89530930958>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 895 3093 0958

Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER, ROLL CALL.
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 community.development@mcfarland.wi.us to be included as part of the meeting.
3. APPROVAL OF MINUTES.
 - a. Review and possible approval of the February 21, 2022 draft Plan Commission minutes
4. BUSINESS.
 - a. Discussion and possible action on a Conditional Use Permit (CUP) requested by Underdog Pet Rescue of Wisconsin, Lauren Brinkman, Executive Director for a pet rescue office and veterinary clinic including dog boarding, daycare and training services at 4800 Ivywood Trail, McFarland, WI. Property zoned C-H Highway Commercial.
 - b. Discussion and possible action to make a recommendation to the Village Board on Ordinance 2022-03: An Ordinance Amending Various Provisions of the McFarland Municipal Code Relating to Powers and Duties of the Landmarks Commission.
 - c. Discussion and possible action on a Site Design Review Permit amendment submitted by Louis Cheramy, Bizy Lou LLC, for the Park Woods Condominium located at 4719-4747 Lorraine Way, McFarland, WI.

- d. Discussion and possible action on submittal of a memorandum to the Capital Area Regional Planning Commission regarding their draft 2050 Regional Development Framework Plan.
 - e. Discussion regarding East Side Neighborhood Plan Update.
5. STAFF REPORTS
- a. Property Maintenance Report
 - b. Director's Report
6. SCHEDULE NEXT MEETING DATE.
- a. Monday, April 18, 2022 at 7:00 PM.
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

**Plan Commission
Working draft - Minutes
February 21, 2022**

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

Members Absent:

Staff Present: Andrew Bremer, Matt Schuenke, Karen Knoll, Kong Thao

1. CALL TO ORDER

Clow 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 January 18, 2022 Plan Commission meeting minutes.

Clow moved to approve the January 18, 2022 Plan Commission minutes. St. Clair seconded the motion. Motion carried 5-0-2, with Peters and Green abstaining.

4. PUBLIC HEARING

- a. Public Hearing on a Conditional Use Permit (CUP) requested by Underdog Pet Rescue of Wisconsin, Lauren Brinkman, Executive Director for a pet rescue office and veterinary clinic including dog boarding, daycare and training services at 4800 Ivywood Trail, McFarland, WI. Property zoned C-H Highway Commercial.

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

Bremer reviewed the history of the site and the application as included in packets. The applicant is not proposing any major changes to the site, but will be fencing in a small portion of the rear yard for use.

Lauren Brinkman – founder and Executive Director of Underdogs Pet Rescue advised they take in animals from high kill shelters and foster them for adoption. The main function of the building will be as their vet clinic; they are currently in a smaller space and are looking to expand their space and rescue. Fifty percent of the animals they see are from their rescue who get spayed or neutered and are provided

any medical care needed. They do see some public clients, many who are low income, along with pets of the foster parents. They are looking to add a small boarding facility and day care for their fosters.

Bremer discussed the location of any nearby residents with Commissioners along with other properties in the area. Commissioners also discussed zoning codes for the number of animals per square foot of a building. Brinkman indicated they are licensed through the Department of Agriculture who does screenings on a set basis, and they follow their guidelines for number of animals. Brinkman in response to a question would like to be able to house 10 spaces for boarding and 20 for daycare not including any animals in the veterinary clinic, which would be the larger portion of the building. The boarding area would be unsupervised from approximately 9:00 p.m. to 7:00 a.m., but they intend to have security cameras to monitor the animals.

Jason and Krista Brinkmeier – 4718 Ivywood Trail – had questions regarding expected traffic and any improvements to Ivywood/Terminal intersection, hours of operation, how noise complaints would be handled, would dogs be loose outside, are there screening requirements when next to a residential home, even if the home is on a commercially zoned site.

Brinkman responded to the questions indicating they will have plenty of parking, hours, appointments and employee arrival is staggered. The appointments start at 7:30 a.m. running until 6:30 p.m. on their late nights. The dogs are always supervised when outside, and if approved to have the boarding, the animals would be on leash. They currently do not have weekend hours; it may be possibility in the future.

Bremer replied the current intersection is part of a separate Village road reconstruction project this year and some of the sight lines should be improved. As part of the application, the applicant included a map showing the proposed area to be fenced. Staff would recommend the fence be required and there is room to enlarge the fenced in area. The fence would be wooden, six-feet in height. The location in the rear yard would be an additional buffer. Any noise complaints would be handled as any currently are per the terms of the noise ordinance. As this would be a conditional use permit, the Commission would always have the ability to revoke or amend the CUP if there is a violation.

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

- b. Public Hearing on Ordinance 2022-03: An Ordinance Amending Various Provisions of the McFarland Municipal Code Relating to Powers and Duties of the Landmarks Commission.

Clow opened the public hearing at 7:31 p.m.

Bremer summarized, as included in packets, this is addressing powers of duties and structures of the committees, there are some changes in Chapter 2 which addresses the Landmarks Commission and the overlap of the powers and duties in Chapter 62 of the zoning code. There is a redline version in packets, along with a clean version for review. A public hearing and Village Board action is required per code. Bremer reviewed the changes with Commissioners.

Clow closed the public hearing at 7:36 p.m.

5. BUSINESS

- a. Discussion and possible action 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.

Bremer reviewed there was a public hearing on January 18, 2022. Their request is to add additional rail car spurs. There were some recommended conditions of approval and those are included in staff report packets. Dan Morrill with U.S. Ventures is in attendance if there are any additional questions.

Clow moved to approve 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 conditioned upon;

1. Addressing the recommended conditions of approval for stormwater management/erosion control in the Village Engineer's staff report dated January 5, 2022.
2. Applicant to install a minimum total of 122 points of new canopy deciduous trees or tall evergreen greens along the northern front yard of 4306 Terminal Drive, as depicted in the staff report, in accordance with Appendix B, Village of McFarland Landscaping Standards. Total is 4-5 additional trees based on species selected.
3. Applicant to provide stormwater management/erosion control plan and landscaping plan to the Community Development Department for staff review and acceptance prior to final issuance of the conditional use permit.

Seconded by Bloechl-Anderson. Motion carried 7-0.

- b. Discussion and possible action on a site design review permit requested by U.S. Ventures, Inc. for installation of additional rail car spurs, at 4402 and 4306 Terminal Drive, McFarland, WI.

Bremer reviewed the changes to the property require a site design approval as indicated in packets. Staff recommends the same site design conditions of approval as the CUP.

Clow moved to approve a site design review permit requested by U.S. Ventures, Inc. for installation of additional rail car spurs, at 4402 and 4306 Terminal Drive, McFarland, WI. Conditioned upon:

1. Addressing the recommended conditions of approval for stormwater management/erosion control in the Village Engineer's staff report dated January 5, 2022.
2. Applicant to install a minimum total of 122 points of new canopy deciduous trees or tall evergreen greens along the northern front yard of 4306 Terminal Drive, as depicted in the staff report, in accordance with Appendix B, Village of McFarland Landscaping Standards. Total is 4-5 additional trees based on species selected.
3. Applicant to provide stormwater management/erosion control plan and landscaping plan to the Community Development Department for staff review and acceptance prior to final issuance of the conditional use permit.

Olson seconded the motion. Motion carried 7-0.

- c. Discussion and possible action 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.

Bremer reviewed there was a public hearing on January 18, 2022 for this request along with recommendations for approval, which are included in packets in the staff summary.

Clow moved to approve 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 conditioned upon:

1. Installation of exterior security cameras as shown on the Applicant's supplemental site plan.
2. Conditional Use Permit to terminate at the earlier of either Kwik Trip's occupancy of the new gas station and convenience store previously approved for the property, or December 31, 2024, whichever comes first.
3. Applicant to provide the Village, at no cost, a public road and utility easement along the southern side lot line of approximately 33 feet wide by 400 feet long. St. Clair seconded the motion. Motion carried 7-0.

- d. Discussion and possible action on a site/design review application submitted by the Village of McFarland for proposed construction of pickleball courts and adjoining

support amenities within McFarland Park. The address is 4802 Marsh Road, McFarland, WI.

Don Peterson – 6710 Sleepy Hollow Road – spoke in favor of the project but had questions regarding only having wind screening on two sides of the court when typically it is provided on three sides of a court. Screening is good for not only the wind but also to buffer some noise. He would like to see it added to the eastern side of the court.

Blake Theisen (of Parkitecture + Planning) reviewed the proposal as provided in packets with Commissioners. Theisen reviewed the stormwater management along with the wind screening as proposed. They are proposing fabric shade structures to coincide with the ones at the bocce ball courts, along with the color scheme and lighting.

Bremer discussed the one recommended condition of approval per the Village Engineers letter as included in staff reports.

Schuenke indicated this does displace two soccer fields; the Village is working with the soccer club, who is in support of this project, to make up for that space within the park. There are a couple of options being studied.

Clow asked Commissioners if they wanted to make the suggestion of additional screening on the eastside part of the condition of approval for this project. Schuenke felt it would be possible to add and discussed the options which may be available.

Bremer felt it appeared to be a reasonable request, the screening is of a somewhat transparent fabric, 70% screen per Theisen, so there is not a visibility safety issue. Commissioners discussed the options, and why not originally included in the proposal, costs, if it can fit into the budget, or into the contingency planning.

Clow moved to approve a site/design review application submitted by the Village of McFarland for proposed construction of pickleball courts and adjoining support amenities within McFarland Park as submitted conditioned on meeting the requirements in the Village Engineer's staff report dated February 7, 2022 and instruct staff to look at wind screening on the east side if the project budget contingency allows. Seconded by St. Clair. Motion carried 7-0.

- e. Discussion and possible action to make a recommendation to the Village Board regarding selection of a consultant for the East Side Neighborhood Economic Development and Land Use Plan.

Bremer summarized the history of the RFP that was recommended at the October 2021 Plan Commission meeting with the Village Board approval in November of 2021. There were two responses received and reviewed by the evaluation team. The

MSA team was unanimously recommended by the Evaluation Team. Bremer reviewed the costs and packages offered by the applicants, along with some items wishing to be tweaked which are indicated in the staff report.

The team is made up of Steve Tremlett, Jason Valerius, and Kristen Fish-Peterson. They reviewed the history of MSA, and their proposed timeline. Bremer reviewed the timeline and reasons why it has been changed slightly along with the review process on the RFP's received with Commissioners along with them providing feedback of what they feel should be added.

Clow moved to recommend to the Village Board approval of the proposal from MSA Professional Services and Redevelopment Resources for completion of the East Side Neighborhood Economic Development and Land Use Plan, with a lump sum budget of \$99,500, including the revisions to the proposed scope of services summarized in the staff report, items 1-5 a-d. Seconded by Peters. Motion carried 7-0.

6. STAFF REPORTS

- a. Property Maintenance Report – no comments
- b. Director's Report - Bremer reviewed his staff report as provided in packets.

7. SCHEDULE NEXT MEETING DATE.

- a. Monday March 21, 2022 at 7:00 p.m.

8. ADJOURNMENT.

St. Clair motioned to adjourn, Peters seconded the motion. Motion carried 7-0. Meeting adjourned at 8:28 p.m.

McFarland
SUMMARY SHEET

MEETING DATE: Monday, March 21, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and possible action on a Conditional Use Permit (CUP) requested by Underdog Pet Rescue of Wisconsin, Lauren Brinkman, Executive Director for a pet rescue office and veterinary clinic including dog boarding, daycare and training services at 4800 Ivywood Trail, McFarland, WI. Property zoned C-H Highway Commercial.

PREVIOUS ACTION:

February 21, 2022, Plan Commission held a public hearing on the application.

ISSUE SUMMARY:

SUMMARY OF REQUEST

Lauren Brinkman (Applicant/Executive Director of Underdog Pet Rescue) is requesting a conditional use permit for the intended use of a veterinary clinic, dog boarding, dog daycare and office space at 4800 Ivywood Trail. The request also includes a fenced in area to be located at the north end of the property. The Applicant has an accepted offer on the property, contingent on the conditional use permit. The property will be the relocation site for the organization, coming from the City of Madison. Underdog Pet Rescue is comprised of 10 employees, and over 300 volunteers. Underdog Pet Rescue is an all-breed companion animal rescue based out of Dane County. Occasionally, the organization might see a few ‘critters’ which include rabbits, guinea pigs, chinchillas, turtles or birds. All animals and critters will be in secure safe cages.

At the new location, the organization intends to dedicate a small area for up to 20 dogs in daycare as well as 10 dogs in boarding at any given time. At their peak capacity, including the veterinary dogs, they can experience up to 40 dogs on site per day. The intended hours of operation vary from day to day but will mostly be between 9:00 AM – 9:00 PM. At the new location, the organization intends to add evening dog training classes from 7:00 PM – 9:00 PM, twice per week and 10:00 AM – Noon Saturdays. It is the stated intent of the Applicant to prioritize any dog training activity indoor. Only when the weather is appropriate, such as proper lighting and weather, will outdoor activities be permitted within the fenced area. Under these conditions, there will likely be outdoor classes 1-2 times per week. These conditions do not include extreme winter weather, rain, thunderstorms. There will be no classes conducted after 8:00 PM. The Applicant has indicated they will not utilize the parking lot for training purposes.

Per Sec. 62-71 of the Municipal Code of Ordinance, Veterinary Clinics (NAICS 541940) and Kennels and Pet Boarding (NAICS 812910) are conditional uses.

EXISTING PROPERTY CONDITIONS



The existing property includes a single standing structure, an 18-car parking lot, a second driveway north of the structure leading to a detached accessory shed, and a small, paved area (roughly 200 square feet) near the north lot line. There is a freestanding flagpole and a wooden sign structure at the northeast corner outside of the parking lot with electrical to support lighting fixtures. One lighting fixture is directed upward at the flagpole and another downwards towards the parking lot. The lot is 0.47 acres and currently zoned C-H, Commercial Highway.

The existing building measures 3,552.5 square feet. The property is currently owned by Common Threads Family Resource Center LTD. The Applicant has an accepted offer for the property contingent on the conditional use permit approval. The property is considered a corner lot and has a limited rear yard space. Adjacent to the property is a garage storage lot to the west, a sewer and drain service company to the south and a private business to the north. To the east, the existing property sits behind a tree line separating itself from the Siggelkow Road exit off US-51. All adjacent properties are zoned C-H, Commercial Highway.

CONDITIONAL USE PERMIT REQUIREMENTS

Sec. 62-111, Standards of Conditional Uses.

The Applicant's responses to Sec. 62-111, Conditional Use Standards, are provided in the packet. In Staff's opinion, the Applicant's responses are generally adequate. The following are additional staff comments regarding the responses to (b) and (e).

- Sec. 62-111(b), *That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.*
The applicant intends to install a six (6) foot wooden security fence on the north end of the existing building to allow for an enclosed outdoor space for dogs to urinate and defecate outdoors. The enclosed space includes part of the secondary driveway as well as the existing shed and a separate basketball concrete pad. The Applicant has expressed intent to remove the existing shed due to its deteriorated condition while running the fence across the driveway. Depending on the cost of removal, the additional rear yard basketball pad will be considered for removal and the area reseeded. Staff recommends the installation of the fenced area as a condition of approval based on the intended use by the Applicant of the area. While employees and volunteers of the Applicant intent to leash and walk each individual dog when going out back, the installation of the fence provides a more secure enclosure. Requiring the fence as a condition of approval ensures the fence is installed with occupancy of the building. The enclosed area indicated by the Applicant is approximately 1,200 square feet, but the final location of the fence has not been finalized yet. Based on Staff review, it appears that the outdoor space could be enlarged to approximately 2,200 square feet, while meeting the fence setback requirements provided under Sec. 8-369(b).
- Sec. 62-111(e), *That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.* The parking lot includes 18 total available off-street parking spaces. This meets the



minimum parking requirement for the proposed use of 14. There is also available on-street parking on both sides of Ivywood Trail for additional parking should the parking lot be at capacity. There are some parking stalls that are a little oddly laid out in the center of the parking lot, resulting in driving aisles that are non-conforming to existing code requirements. The applicant has stated they will be resurfacing the parking lot and restriping the parking stalls sometime within the first couple years. Staff has included a sketch in the packet for angled side parking with recommended measurements for the restriped lot which meets Sec. 62-172(e) – Required Off-Street Parking Facilities for appropriate design standards in spacing. The sketch is not a recommended condition of approval but an example of how the applicant could strip the lot for an angled parking pattern to maintain center parking stalls which meets the design standards for parking stalls and drive aisles.

Noise Ordinance Review:

At the Plan Commission meeting on February 21, a resident residing in the area brought forward a concern regarding the potential noise nuisances this type of business may bring to the neighborhood. The Plan Commission requested staff review the concern and what approaches the Village can take to mitigate this concern. The recommended conditions of approval are meant to provide reasonable conditions to maintain compliance with Sec. 62-111(b), compatibility with adjacent land uses. However, in the event that noise becomes a nuisance, there are a number of existing ordinances in place to address this potential issue. Below includes relevant portions of the Municipal Code of Ordinance related to the matter of noise, its acceptable thresholds, and the zoning associated with them.

Sec. 20-77. – Maximum permissible sound levels

Zone	Noise Rating – DaytimeNoise Rating – Nighttime	
Urban Residential	60 dB	50 dB
Commercial	70 dB	70 dB
All other zones	75 dB	75 dB

**dB is the unit measurement decibels, commonly associated with the intensity of sound.*

For informational purposes, the following are typical decibels levels for uses as provided by the Hearing Health Foundation (hearinghealthfoundation.org), the largest nonprofit funder of hearing and balance research based in the United States.

- Decibel Level – 140-165 (Firecracker, shotgun firing)
- Decibel Level – 140 (Jet taking off)
- Decibel Level – 120 (Ambulance siren, thunderclap)
- Decibel Level – 110 (Jackhammer, rock concert)
- Decibel Level – 85 (Heavy city traffic, school cafeteria)
- Decibel Level – 70 (Vacuum cleaner)
- Decibel Level – 60 (Normal conversation)
- Decibel Level – 50 (Quiet suburb, conversation at home)
- Decibel Level – 40 (Refrigerator)



- Decibel Level – 30 (Whisper)
- Decibel Level – 0 (Smallest sound a person with typical hearing can detect)

Complaints regarding potential violations of Sec. 20-77 are handled by the Police Department, to determine if any enforcement or abatement actions are needed. Sec. 62-116, Complaints Regarding Conditional Uses, also provides a process for handling any type of complaint regarding a conditional use, and reads as follows:

"The Plan Commission shall retain continuing jurisdiction over all conditional uses for the purpose of resolving complaints against all previously approved conditional uses. Such authority shall be in addition to the enforcement authority of the Zoning Administrator to order the removal or discontinuance of any unauthorized alterations of an approved conditional use, and the elimination, removal or discontinuance of any violation of a condition imposed prior to or after approval or violation of any other provision of this Code. Upon written complaint by any citizen or official, the Plan Commission shall initially determine whether said complaint indicates a reasonable probability that the subject conditional use is in violation of either one or more of the standards set forth in [Section 62-111](#), a condition of approval or other requirement imposed hereunder. Upon reaching a positive initial determination, a hearing shall be held upon notice as provided in [Section 62-110](#). Any person may appear at such hearing and testify in person or represented by an agent or attorney. The Plan Commission may, in order to bring the subject conditional use into compliance with the standards set forth in [Section 62-111](#) or conditions previously imposed by the Plan Commission, modifying existing conditions upon such use and impose additional reasonable conditions upon the subject conditional use. Additionally, the offending party may be subjected to a forfeiture as set forth in this Chapter and [Section 1-16](#). In the event that no reasonable modification of such conditional use can be made in order to assure that [Section 62-111](#) will be met, the Plan Commission may revoke the subject conditional approval and direct the Zoning Administrator and the Village Attorney to seek elimination of the subject use. Following any such hearing, the decision of the Plan Commission shall be furnished to the current owner of the conditional use in writing stating the reasons therefor. An appeal from a decision of the Plan Commission under this Section may be taken to the Village Board."

In Staff's opinion, the provisions of Sec. 20-77 and Sec. 62-116 provide appropriate levels of enforcement, abatement, and oversight of the conditional use relative to potential noise nuisances.

OTHER STAFF COMMENTS

No recommended conditions of approval from the Fire Inspector, Village Engineer, or Police Chief.

PUBLIC COMMENTS

The Department has not received any written public comments regarding this application prior to publication of the meeting packet.

FINANCIAL/BUDGET IMPACT:



The property is within TIF District #3. The applicant will be responsible for all costs associated with the development of the property. The applicant is not seeking any financial assistance from the Village in the development of this property.

VILLAGE PLAN REFERENCE:

2004 TID #3 Plan Project

The property is located within Tax Increment District #3

2005 Terminal and Triangle District Plan

The property is located within Map 6 - Mixed-Use Lakeview Village, a subdistrict outlined in the Terminal and Triangle District Plan. This subdistrict is envisioned to incorporate transit-oriented development, mixed development, mixed-use buildings & sites, office & residential, neighborhood & lake-oriented retail, potential transit station, high profile buildings, and under-building parking. The intended use of the property is consistent with the office and neighborhood service and retail uses designated in this subdistrict.

2017 Comprehensive Plan

Future Land Use Map, Map 6 - The property is identified as Mixed Use/Flex Commercial. As written in Figure 4.1 under the general description of land uses, "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." The use of the property is consistent with this designation.

ORDINANCE REFERENCE:

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

Sec. 62-111. – Conditional Use Standards

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to approve of the conditional use permit as submitted, with the following conditions:

1. No outdoor kenneling of animals is permitted.
2. No animals may be kept outdoors without direct staff observation.
3. Pet training classes shall be limited to indoors or in the fenced in rear yard.
4. Applicant to install a minimum six-foot high solid wooden fence in the rear yard, meeting the standards of [Chapter 8, Article VII Fences and Hedges](#), for commercially zoned properties. Applicant to obtain a building permit from the Village for said fence and install said fence prior to occupancy of the premise.

ATTACHMENTS:

1. 4800 Ivywood Trail_Underdog Pet Rescue CUP_01.06.22
2. 4800 Ivywood Trail Underdog Pet Rescue FRD_01.24.22
3. 4800 Ivywood Trail Sample Parking Lot Restripe Design

VILLAGE OF McFarland

Community & Economic Development

Plan Commission Application – 2022

~Application must be completed in full~

Applicant - Owner	Underdog Pet Rescue of Wisconsin	Applicant's Agent	
	Lauren Brinkman, Exec. Director	Name	
Address	PO Box 6181 Monona WI 53716	Address	
Email	Regarding 7800 Wywood Trail, McFarland Lauren@underdogpetrescue.org	Email	
Phone #	262 424 8807 (Lauren cell)	Phone #	
Fax #	N/A	Fax #	

Parcel No(s). 154/0710-342-7232-8 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+F	☐ 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)

Underdog Pet Rescue proposes to purchase property for the following uses: Veterinary clinic, dog boarding, dog daycare, dog training, and pet rescue home office.
Property located at 4800 Wywood Trail, McFarland, WI 53558. Parcel Description:
Lot 2 CSM 1423 CS6/100-S12/74 F1/A PR

PLEASE READ AND SIGN AT THE BOTTOM ON THE REVERSE SIDE

Current Zoning: C-H Commercial Highway Parcel # 154/0710-342-7232-8

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.)

Submittal Requirements: One (1) hard copy 8 ½ x 11, except site plan sheets which should be 11 x 17, and one (1) electronic (pdf) copy. A completed in full application can be submitted to the Community Development Department (5915 Milwaukee Street, McFarland, WI 53558, community.development@mcfarland.wi.us), with fees included with submittal **by *NOON of the deadline day**, according to the schedule below.

Village of McFarland Plan Commission 2022 Schedule

The Village of McFarland Plan Commission normally conducts meetings on the third Monday of each month, unless otherwise noted above 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; potential agenda item materials are required to be submitted per the schedule listed below.

***Submittal Deadline Noon on:**

For Scheduled 2022 Meeting date of:

December 7 (2021)-----	Tuesday, January 18
January 11-----	February 21
February 8-----	March 21
March 8-----	April 18
April 5-----	May 16
May 10-----	June 20
June 7-----	July 18
July 5-----	August 15
August 9-----	September 19
September 6-----	October 17
October 11-----	November 21
November 8-----	December 19 (Pending)
December 6-----	Tuesday, Jan. 17, 2023 (Pending)

Note, applications requiring a public hearing will be scheduled for a hearing according to the schedule above, with action considered at the next scheduled Plan Commission meeting following the public hearing. Applicants are encouraged to contact the Community & Economic Development Director for a pre-application meeting to review the project and submittal requirements prior to submitting an official application.

Acknowledgements:

- 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, consultant review costs, etc.) will require any permits to be withheld until all payments are made in full. In addition, all application fees are non-refundable.
- I understand Plan Commission applications requiring a Public Hearing will not be acted on the same night as the Public Hearing.

X Laura Brinkman
Signature of Applicant/Agent

1/6/22
Date

VILLAGE OF McFarland

Community & Economic Development

Applicant - Owner	Underdog Pet Rescue of Wisconsin, Inc.	Applicant's Agent	
Address	Current: 231 S Fair Oaks Ave Madison WI 53704	Address	
Email	Lauren@underdogpetrescue.org	Email	
Phone #	262-424-8807	Phone #	
Fax #	-	Fax #	
Project Site Address	4800 Wywood Trail McFarland, WI 53558	Parcel No.	154/0710-342-7232-8

Conditional Uses

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

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

Written responses such as "see plans" are not acceptable. The applicant must identify what specific portion of the project or plans supports the contention that a standard will be met by including for example a detailed description of compliance with any applicable regulations regarding light, dust, particulate emissions, noise, frequency, vibration, traffic, nuisances, odors, visibility, health, safety welfare and the environment. All written responses to CUP standards must be submitted as part of your Plan Commission Application.

Sec. 62-111, Conditional Use Standards

- a. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.
- b. The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.
- c. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

- d. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.
- e. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- f. The conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located.
- g. The proposed use does not violate floodplain regulations governing the site.
- h. That the proposed use will not violate any applicable regulation in the McFarland Municipal Code or any other applicable law or regulation.
- i. That, when applying the standards to any new consecution of a building or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objectives of the zoning district.
- j. In its review, the Plan Commission shall also evaluate the effect of the proposed conditional use upon the following items listed below. Identify how your project will impact and/or address each of these items.
 - 1. The maintenance of safe and healthful conditions.
 - 2. The prevention and control of water pollution including sedimentation.
 - 3. Existing topographic and drainage features and vegetative cover on the site.
 - 4. The location of the site with respect to floodplains and floodways of rivers and streams.
 - 5. The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.
 - 6. The location of the site with respect to existing or future access roads.
 - 7. The need of the proposed use for a shoreland location. (if applicable)
 - 8. Its compatibility with uses on adjacent land.
 - 9. The amount of liquid wastes to be generated and the adequacy of the proposed disposal systems.



Underdog Pet Rescue of Wisconsin, Inc
231 S Fair Oaks Ave
Madison, WI 53704

January 6, 2022

Village of McFarland
Community Development Department/Plan Commission
5915 Milwaukee Street
McFarland, WI 53558

Dear Members of the Plan Commission,

I am writing to you to introduce you to the nonprofit organization that I founded in 2012 from my basement. Underdog Pet Rescue is an all-breed companion animal rescue based out of Dane County, Wisconsin. Our mission is to find permanent homes for animals in need, and to enrich lives by strengthening the connection between animals and people through community services and outreach. We take in animals at risk of euthanasia when space or time runs out at overflowing shelters and place them in our foster homes. As a lifelong animal lover, I had always wanted to start a pet rescue. I volunteered at a number of humane organizations over the years, and learned how I wanted to run my rescue. I wanted to make pet rescue accessible and attractive to more families. I wanted to take in family-friendly pets who would make safe and loving companions. I had the goal of saving 10 animals that year, and with the help of like-minded friends, we were able to save the lives of 100 dogs, cats, and rabbits that otherwise would have not made it out of the shelter alive in 2012. Fast forward to today, nearly 10 years later, and we now save over 150 pets or more each month.

Since 2014, we've called 231 S Fair Oaks Ave our home in Madison. We have a small paid staff of veterinary professionals (we have 10 employees), as well as over 300 dedicated volunteers who help keep us running. We are so happy to be part of our community in the Madison area, and we're so excited to settle down in McFarland! Our veterinary clinic serves both animals within our rescue, and community pets. Having our own vets on staff allows us to afford to take in true Underdogs—animals who need additional care like dental work or leg amputations. We offer sliding scale pricing to help lower income families in our community provide the care they need for their beloved pets. Our regular pay clients help subsidize the cost of care for animals in our program.



We have an accepted offer at 4800 Ivywood Terrace, contingent on our Conditional Use Permit's approval. We're proposing the use of the building for not only veterinary care and our rescue headquarters, but also as a place where we can provide more value for our fosters and our community. We plan to dedicate a small area for up to 20 dogs in daycare, as well as 10 dogs in boarding at any given time. We also plan to offer dog training classes for our fosters and the public, up to 10 dogs per class. This will allow us to support our fosters, our adopters, and our community. While our main sources of income are adoption fees and veterinary services (and small retail sales of logo gear/dog accessories), we believe these extra services will also help bring in additional income to put into our mission.

I welcome any questions you may have, and appreciate the opportunity to tell you about my organization. Underdog looks forward to being a part of the McFarland community!

Sincerely,

Lauren Brinkman
Executive Director
Underdog Pet Rescue and Veterinary Services
underdogpetrescue.org Phone: 608-224-0018
Email: lauren@underdogpetrescue.org
Vet Clinic and Outreach Office: 231 S Fair Oaks Ave in Madison, WI 53704
Mailing Address: PO Box 6181 in Monona, WI 53716
Check us out on facebook: facebook.com/underdogpetrescue



Sec. 62-111 Conditional Use Standards

a) The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.

i) Our use of this property will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare of the Village of McFarland. As important as our mission is, we also do all we can to only place safe pets into our community. We do this through screening the animals prior to taking them into our program, and offering professional training support by our dog trainer. We ensure this also by placing all animals in our program in foster homes (volunteers in our community who go through a training and onboarding process, receive ongoing support and education, and house animals in their homes leading up to adoption).

- 1) Upon arrival to our program, animals go directly to volunteer foster homes. Foster parents make an appointment with our Underdog veterinary clinic. Our clinic sees all the pets in our program, as well as owned pets in the community and animals that belong to other pet rescue organizations. The work our clinic does enhances public safety by providing vaccinations for animals, and by spaying and neutering pets. These things will help prevent the spread of disease and the overpopulation of pets in our community. All staff members are trained in how to safely handle pets and we are covered by liability insurance (we have never had to deal with a claim).
- 2) If animals appear to be a risk to public safety, despite all efforts, we will humanely euthanize in our vet clinic. Any animals who are humanely euthanized or pass away that we are responsible for are safely disposed of utilizing the services of Memorial Pet Services (a crematorium we use to come and pick up any deceased pets each week). Luckily our screening and training allow for our behavioral euthanasia rate to be less than 1%.
- 3) Our boarding and daycare services will allow for dogs to safely be cared for by our trained staff when their owners are not available. It will allow for pets with too much energy to be worn out by playing with other dogs in our daycare program. This will make them better canine citizens in our community.

(a) Dogs residing in our boarding facility overnight will be left unsupervised from approximately 9pm-7am daily. Dogs will be kept individually in safely constructed kennels. The kennels will be indoor only, and staff will return in the early morning to let the pets out to use the yard to relieve themselves. Cameras will be placed in all areas so if there are any concerns (ill-appearing dog, injured



dog, excessive barking), on-call staff can come in to help fix the issue. Dogs will be supervised when outdoors at all times, and will be on leash or in securely fenced areas. Dogs will also be supervised by trained staff when indoors in the play areas of the daycare.

- (b) All animals in our boarding and daycare programs will be fully vaccinated prior to arrival. We will also require that they are fully de-wormed and up to date on heartworm and flea/tick preventatives. We will require negative fecal tests to make sure parasites are not present/spread to others. Only healthy appearing pets who meet all those requirements will be allowed in the daycare and boarding facilities.
 - (c) Our outside yard will be cleaned up daily and any feces left by dogs will be disposed of properly.
 - (d) This property is not located adjacent to residential properties that may be bothered by occasional barking when dogs are outside for bathroom breaks. The building is a stand-alone facility that does not share walls with any other businesses.
 - (e) Security cameras will be utilized in and outdoors so that staff, foster parents, or owners of pets we are caring for can keep an eye on our pets, and to make sure all animals are safe.
- 4) Our training classes will allow for pets with behavioral issues and their owners/guardians to work through them and become better community members. Our professional trainer has liability coverage, and our organization has liability insurance that covers all functions of our organization.
- 5) Our current hours are as follows:

Monday	9am-6:30pm
Tuesday	9am-5pm
Wednesday	9am-5pm
Thursday	9am-8pm
Friday	by appointment
Sunday	2pm-3pm

At this new location, our hours would remain approximately the same, with the exception of adding evening staff when dogs are being boarded (boarding would be staffed 7am-9pm daily) and we would add evening dog training classes from 7pm-9pm twice per week and Saturday mornings 10am-noon.



b) The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of the adjacent land.

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

- 1) We feel this is a great location for our pet rescue, as any occasional barking or noise emitted by pets in the clinic, boarding, training classes, or daycare will not affect any adjacent residential property owners.
- 2) All animals that are outdoors will be on leash or in a securely fenced area. All animals outdoors will be constantly supervised and monitored.
- 3) Our hope is to build a 6 foot wooden security fence in the rear yard of the property to safely allow dogs to urinate and defecate outdoors. We will clean this area daily and keep it free of mess. Please see yellow "x" area below in the photo of the property. This is where we plan to submit for a building permit for a fence if our Conditional Use Permit is approved, and we would follow all guidelines as provided by the inspector to make sure the fence fits all village standards.
- 4) We will improve upkeep of the landscaping of the front yard and keep the grass in the yard neat. We will have prompt plowing of the lot when it snows.
- 5) We hope to build positive relationships with surrounding businesses to find more ways we can help one another and save more pets.





c) The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

- i) Our use of this property will not impede the normal and orderly development and improvement of the surrounding property.
 - 1) We will keep our property neat and groomed, and will keep the entire yard free of pet waste and any other debris. We want the property to be neat and tidy to attract adopters and clients who will trust us with their pets, and to be welcoming to our community.
 - 2) Ample and constant supervision of any pets outdoors will ensure that we are not too loud so as to disturb neighboring businesses.

d) Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.

- i) All current utilities and drainage capabilities utilized in the property will fit our needs. The access roads will serve our needs as is, as we only have personal vehicles versus any large vehicles or semi trucks needing to enter our property or parking lot for our intended uses.
- ii) We will make improvements within the walls of the facility and will take out any appropriate permits and follow any local guidelines that apply under the advising of a licensed contractor.
 - 1) We plan to paint walls, replace some flooring, add or repair shelving, replace interior scuffed doors, and whatever else will improve the appearance of wear and tear as needed.

e) Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

- i) This property has 20+ spaces in a dedicated parking lot. While our staff may arrive and leave around the same hour daily (approximately 10 individuals), clients will arrive in staggered timing to come to us at set appointment times. We don't anticipate the traffic entering and leaving our property would create any added congestion to the business area surrounding us.

f) The conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located.

- i) Underdog Pet Rescue agrees to conform to any and all applicable regulations in the district this building is located in. We will seek approval and appropriate permitting as required by the Village of McFarland for any improvements we make, and work will be done by or under the supervision of a licensed general contractor.



- ii) Underdog Pet Rescue will abide by any regulations or welcome any inspections as required by the Village of McFarland for any of our uses or purposes. We are licensed by the DATCP for our pet rescue and hold all necessary liability insurance policies for an organization with our purposes.
- g) The proposed use does not violate floodplain regulations governing the site.**
 - i) Our proposed use does not violate floodplain regulations because the development site is not located in a FEMA designated floodplain.
- h) That the proposed use will not violate any applicable regulation the McFarland Municipal Code or any other applicable law or regulation.**
 - i) When looking at zoning rules in McFarland, conditional uses include: Veterinary Clinics (NAICS Code 541940) and Kennels and Pet Boarding (NAICS Code 812910). We believe our planned uses will fall within each of these two categories.
 - ii) We are licensed through the Wisconsin DATCP (“Dog Seller’s License”) and are in good standing.
 - iii) We follow all industry standards for cleanliness, record keeping, and procedures for all aspects of our nonprofit and have not encountered any fines or penalties. We value being ‘by the book’.
 - iv) We will stay in close touch with the Village of McFarland as we do any future improvements to the building to verify we are within any laws and regulations.
- i) That, when applying the standards to any new construction of a building or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objective of the zoning district.**
 - i) While Underdog Pet Rescue does not have any current plans to construct or add on to the existing building, we understand that it must fit into the Plan Commission’s and Board’s statement of purpose for the zoning district (C-H Highway Commercial District). We will follow the set procedure for building (and the approval process) if we were to ever decide we wished to construct or make any additions.



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

i) Please see below:

1) The maintenance of safe and healthful conditions

- (a) Workplace safety is of high importance at Underdog. Sanitation and cleaning protocols, keeping spaces clear and organized to avoid hazards, and disposing of waste appropriately are all daily tasks taken seriously. Appropriate signage is displayed for employees to know their rights. Any industry specific OSHA standards are followed.
- (b) Action is taken to prevent bites from animals to veterinary staff. Ongoing training as well as tools of the trade are utilized to ensure staff safety.
- (c) All Department of Health protocols are followed and licenses are kept up to date for our X-Ray unit.
- (d) Pet waste and trash are disposed of in plastic bags and in dumpsters/city trash containers
- (e) Pet remains (post euthanasia or natural death) are managed appropriately through dedicated chest freezer use and partnership with Memorial Pet Services.
- (f) Any outdoor areas where animals have relieved themselves are cleaned daily to keep the outdoor environment safe and prevent any disease or parasite sharing.

2) The prevention and control of water pollution including sedimentation

- (a) Outdoor waste is cleaned up daily to make sure that dog feces does not get into any water sources.
- (b) MSDS guidelines are strictly followed when using and disposing of chemicals we use for cleaning or in lab work.

3) Existing topographic and drainage features and vegetative cover on the site

- (a) We do not plan to change any topographic/drainage features nor vegetative covers on the site, unless recommended/required by the city or building inspector.

4) The location of the site with respect to floodplains and floodways of rivers and streams

- (a) This property is not located on a floodplain or floodway or any rivers or streams.

5) The erosion potential of the site based upon degree and direction of slope, soil type, and vegetative cover



- (a) We do not plan on making any major changes that could affect erosion, unless recommended by professionals to improve the building (for example, to avoid any water seeping into the building) at the inspection prior to purchasing the property.
- 6) The location of the site with respect to existing or future access roads
 - (a) We do not anticipate our use of the property would adversely affect existing road access. We do not have high volumes of people coming to our business at one time, and do not anticipate issues with this.
- 7) The need of the proposed use for a shoreland location (if applicable)
 - (a) This property is not located on a shoreline, so this does not apply.
- 8) Its compatibility with uses on adjacent land
 - (a) Adjacent land is commercial as well, and as a standalone building, the only change we anticipate would be building a fence to ensure our animals are safely contained on our land versus the adjacent land. We do not see any concerning issues to consider when reviewing compatibility with adjacent land/business owners.
- 9) The amount of liquid wastes to be generated and the adequacy of the proposed disposal system
 - (a) The liquid wastes created with our uses are washing machine drained water (2-3 loads per day), bathroom use water for no more than 10 people in the facility at any given time, and handwashing. We will also clean up with cleaning products and water indoors as needed in the daycare area. We don't anticipate our use of liquid waste disposal would require more than what the current utilities work with.



McFarland Fire & Rescue Department

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

(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

January 24, 2022

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

RE: 4800 Ivywood Trail-Underdog Pet Rescue

Dear Andrew,

The McFarland Fire & Rescue Department does not observe any conflicts regarding fire department access or the IFC-2015, Appendix D with the proposed Underdog Pet Rescue at 4800 Ivywood Trail within the Village of McFarland.

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

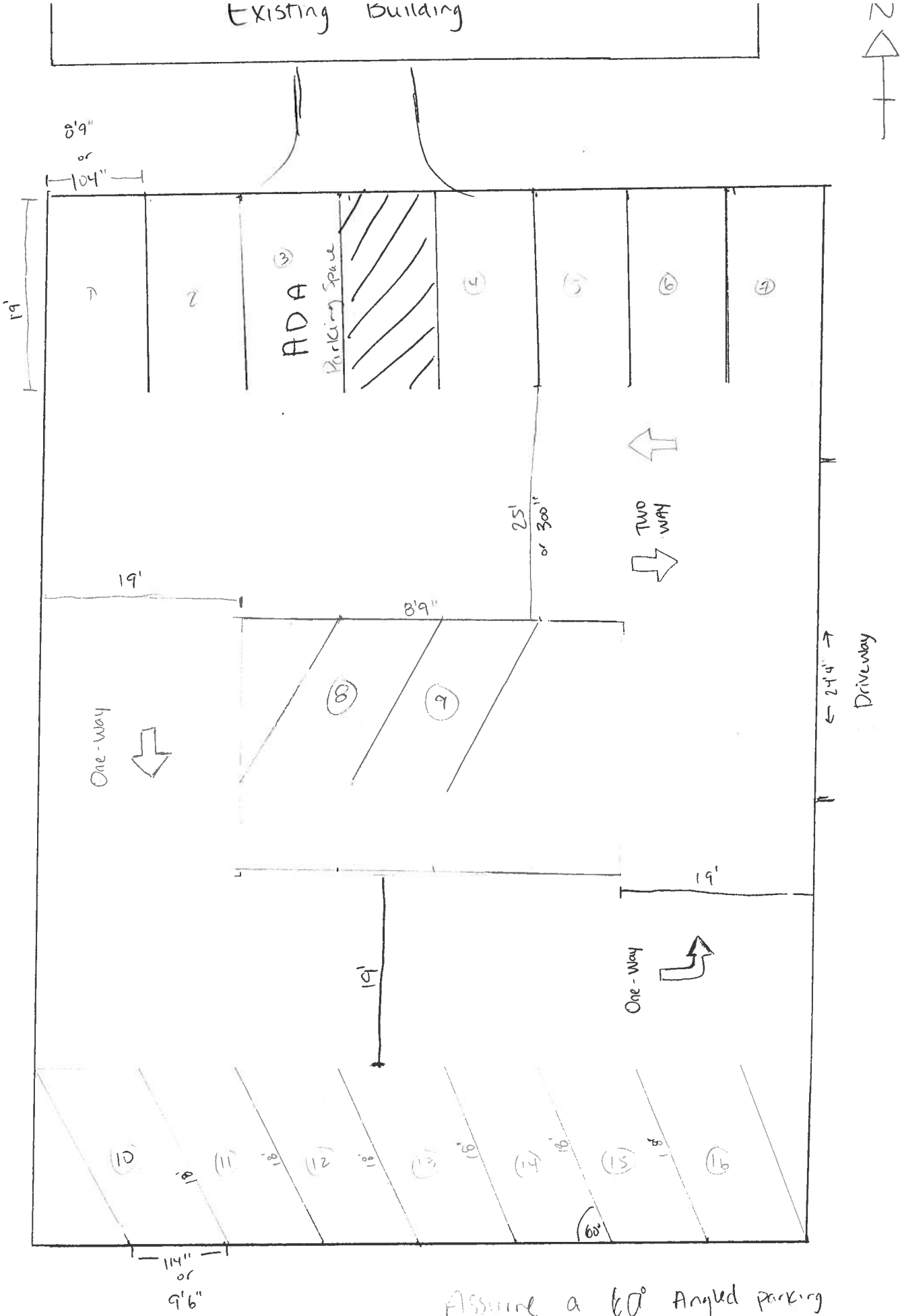
Sincerely,

A handwritten signature in black ink that reads "Mitchell Sutter".

Mitchell Sutter
Fire Inspector/Public Education Specialist

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

Sketch Proposed Parking Lot @ 7800 Ivywood



Assume a 60° Angled parking
16 total parking spaces

Ivywood Trail

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Monday, March 21, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and possible action to make a recommendation to the Village Board on Ordinance 2022-03: An Ordinance Amending Various Provisions of the McFarland Municipal Code Relating to Powers and Duties of the Landmarks Commission.

PREVIOUS ACTION:

2.21.22 Public Hearing was held by the Plan Commission

ISSUE SUMMARY:

Over the past year, the Committee of the Whole (COW) has been meeting to discuss proposed changes to the organization, powers, and duties of all Village committees, commissions, and boards. The intent of these proposed amendments are to provide more effective and efficient review of various Village activities and functions, improve the operations of Village government, and simplify and clarify various roles and responsibilities of committees, commissions, and boards. These changes primarily affect Chapter 2, Administration, of the Municipal Code of Ordinances. The proposed changes to Chapter 2 are summarized in [Ordinance 2022-02](#) approved by the Village Board on February 28, 2022.

There are portions of the Zoning Code, Division 6 Historic Preservation, that also address the powers and duties of the Landmarks Commission. Ordinance 2022-03 included in the packet, includes some minor revisions to various portions of Division 6 for consistency with the proposed changes to the Landmarks Commission powers and duties proposed under Ordinance 2022-02 and general best practice. The proposed changes to the Zoning Code require a public hearing and Plan Commission recommendation; therefore, the ordinance revisions have been separated out from the rest of the code revisions under Ordinance 2022-02.

Ordinance 2022-03 has been drafted by the Village Attorney with input from Village Staff and the COW. The Department has not received any public comment regarding Ordinance 2022-03 prior to publication of the meeting packet.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

Chapter 62, Division 6 - Historic Preservation



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to recommend to the Village Board approval of Ordinance 2022-03 as presented.

ATTACHMENTS:

1. Ordinance 2022-03 Duties of Landmarks Commission (clean)
2. Ordinance 2022-03 Duties of Landmarks Commission (redline)

ORDINANCE 2022-03

AN ORDINANCE AMENDING VARIOUS PROVISIONS OF THE MCFARLAND MUNICIPAL CODE RELATING TO POWERS AND DUTIES OF THE LANDMARKS COMMISSION.

Purpose: To amend the Village Zoning Code to update the functions and powers of the Landmarks Commission.

Sponsor: Carolyn A. Clow, Village President

Recommended Referral: Plan Commission

Public Hearing: Class 2 noticed public hearing held by Plan Commission on February 21, 2022.

WHEREAS, the Village Board has reviewed the existing organizational structure along with the assigned functions of the various Village subordinate boards, commissions and committees and determined that revisions to that structure are appropriate; and

WHEREAS, as a part of that review, the Board has determined that certain changes should be made to the functions of the Landmarks Commission; and

WHEREAS, the Village Board has determined that the proposed amendments contained herein will promote the public interest by providing more effective and efficient regulation of historical sites and structures;

NOW, THEREFORE, the Village Board of McFarland, Wisconsin, does ordain as follows:

Section 1. Section 62-395 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 62-395. - Regulation of construction, reconstruction and exterior alteration.

- (a) Any person filing an application for a building permit involving the exterior of a designated historic structure, or structure within a Historic District shall also file such application with the Landmarks Commission.
- (b) No person in charge of a historic structure, historic site or structure within a Historic District shall reconstruct or alter any part of the exterior of such structure or construct any improvement upon such designated historic site or improvement parcel within an Historic District or cause or permit any such work to be performed upon such property unless a certificate of appropriateness has been granted by the Landmarks Commission. Unless such certificate has been granted by the Landmarks Commission, the Building Inspector shall not issue a permit for such work.
- (c) Upon receiving an application, the Landmarks Commission shall determine whether or not:

- (1) The proposed work would destroy, detrimentally change or adversely affect any existing exterior architectural feature of the improvement upon which said work is to be done; and
 - (2) The exterior of any proposed new improvement would fail to harmonize with the external appearance of other neighboring improvements on such site; or
 - (3) As to any property in a designated Historic District, construction, reconstruction or exterior alteration fails to conform to the objectives and design criteria of the historic preservation plan for said district as duly adopted by the Village Board.
- (c) Granting of certificate. If the Landmarks Commission decides the above questions applicable in the negative, it shall grant the certificate of appropriateness. Upon the issuance of such certificate, the Building Inspector shall issue the building permit. The Landmarks Commission shall make this decision within 45 days of the filing of the application. Should the Landmarks Commission deny the application, the applicant may appeal such decision to the Village Board, which may grant said certificate by a majority vote of the membership, upon a clear showing of economic hardship by the applicant. In addition, if the Landmarks Commission fails to approve an application, the Landmarks Commission shall, at the applicant's request, cooperate and work with the applicant in an attempt to obtain a certificate of appropriateness within the guidelines of this Article.

Section 2. Section 62-399 of the McFarland Municipal Code is amended to read as follows:

Sec. 62-399. - Recognition of historic structures and historic sites.

After an historic structure or site has been so designated by the Village Board, the Landmarks Commission shall cause to be placed on such property, at Village expense, a suitable plaque declaring that such property is an historic structure or site. Such plaque shall be placed in a location readily visible to pedestrians and shall contain all information deemed appropriate by the Commission.

Section 3. Section 62-400 of the McFarland Municipal Code is repealed and recreated to read as follows:

Sec. 62-400. - Rescission of historic structure of site designation; sale.

Any owner of record of an historic structure or site who wishes to sell said historic structure but is unable to find a buyer willing to preserve the historic structure or site, may petition the Landmarks Commission for a rescission of its designation. Such petition shall contain a verified statement that the owner has made reasonable attempts in good faith to find and attract such a buyer and such other information deemed reasonably necessary by the Landmarks Commission. Following the filing of such petition:

- (a) The owner and the Landmarks Commission shall work together in good faith to locate a buyer for the subject property who is willing to abide by its designation.

- (b) If, at the end of a period not exceeding 12 months from the date of such petition, no such buyer can be found and if the owner still desires to obtain such a rescission, the Landmarks Commission may recommend, and the Village Board may approve, the rescission of the designation of the subject property as historic under this Article.
- (c) In the event of such rescission, the Village Clerk-Treasurer shall notify the Building Inspector and the Village Assessor of the same, and shall cause the rescission to be recorded at Village expense in the Dane County Register of Deeds.

Section 4. Section 62-401(a) of the McFarland Municipal Code is amended to read as follows:

Sec. 62-401. - Historic designation procedures.

- (a) *Recommendations; notice; public hearing; independent investigation; designation.*
The Landmarks Commission may, after notice and public hearing, recommend that the Village Board establish historic structures, sites and historic districts. At least ten days prior to such hearing, the Landmarks Commission shall give written notice to the owners of record, listed in the Village Assessor's records, of the affected property and other property situated within 200 feet of the affected property. The Landmarks Commission shall also give notice of such hearing to the Director of Public Works, Parks and Recreation Committee, Fire and Emergency Medical Services Department, Police Department, Building Inspector and Plan Commission. Each may respond to the proposed designation in writing or by appearance at the hearing. The Landmarks Commission shall then conduct such public hearing and may hear expert witnesses and may subpoena such witnesses and records as it deems necessary. The Landmarks Commission may conduct an independent investigation into the proposed designation. Within ten days after the public hearing, the Landmarks Commission may recommend to the Village Board the designation of the property as an historic structure, an historic site, or recommend to the Village Board the designation of the property as an historic structure, an historic site, or recommend its inclusion in an historic district. The Village Board may hold a separate public hearing on the owner's or its own request before designation. After the designation has occurred, notification shall be sent to the property owner and to the persons who appeared at the public hearing. The Landmarks Commission shall cause the designation to be recorded, at Village expense, in the Dane County Register of Deeds.

The foregoing Ordinance was duly adopted at a regular meeting of the McFarland Village Board on the _____ day of _____, 2022.

APPROVED:

Carolyn A. Clow, Village President

ATTEST:

Cassandra Suettinger
Village Clerk-Treasurer

ORDINANCE 2022-03	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Clow -	Wreh -
Brassington -	Flaherty -
Nelson -	St. Clair -
Rupert -	
VOTING RESULTS	
Motion Carried	
Motion Defeated:	

Chapter 62 – ZONING

[Please click on this link to view the Village Code of Ordinances for this Chapter.](#)

~~Sec. 62-395. Landmarks Commission powers and duties.~~

~~(a) Designation. The Landmarks Commission may, subject to Subsection (c) of this Section, recommend that the Village Board designate historic structures, historic sites, and Historic Districts within the Village limits, based on the criteria of Section 62-394. Once so designated, such historic structures, sites and districts shall be subject to all the provisions of this Article.~~

~~(f) reviewing and determining applications for certificates of appropriateness under Section 62-395 and approving demolition of historic structures when appropriate pursuant to Section 62-397.~~

~~(b)~~ **Section 62-395 Regulation of construction, reconstruction and exterior alteration.**

~~(1a)~~ Any person filing an application for a building permit involving the exterior of a designated historic structure, or structure within a Historic District shall also file such application with the Landmarks Commission.

~~(b2)~~ No person in charge of a historic structure, historic site or structure within a Historic District shall reconstruct or alter any part of the exterior of such structure or construct any improvement upon such designated historic site or improvement parcel within an Historic District or cause or permit any such work to be performed upon such property unless a certificate of appropriateness has been granted by the Landmarks Commission. Unless such certificate has been granted by the Landmarks Commission, the Building Inspector shall not issue a permit for such work.

~~(c3)~~ Upon receiving an application, the Landmarks Commission shall determine whether or not:

~~a(1)-~~ The proposed work would destroy, detrimentally change or adversely affect any existing exterior architectural feature of the improvement upon which said work is to be done; and

~~b(2)-~~ The exterior of any proposed new improvement would fail to harmonize with the external appearance of other neighboring improvements on such site; or

~~e(3)-~~ As to any property in a designated Historic District, construction, reconstruction or exterior alteration fails to conform to the objectives and design criteria of the historic preservation plan for said district as duly adopted by the Village Board.

- (c) Granting of certificate. If the Landmarks Commission decides the above questions applicable in the negative, it shall grant the certificate of appropriateness. Upon the issuance of such certificate, the Building Inspector shall issue the building permit. The Landmarks Commission shall make this decision within 45 days of the filing of the application. Should the Landmarks Commission deny the application, the applicant may appeal such decision to the Village Board, which may grant said certificate by a majority vote of the membership, upon a clear showing of economic hardship by the applicant. In addition, if the Landmarks Commission fails to approve an application, the Landmarks Commission shall, at the applicant's request, cooperate and work with the applicant in an attempt to obtain a certificate of appropriateness within the guidelines of this Article.

Sec. 62-399. - Recognition of historic structures and historic sites.

After an historic structure or site has been so designated by the ~~Landmarks Commission~~Village Board, the Landmarks Commission shall cause to be placed on such property, at Village expense, a suitable plaque declaring that such property is an historic structure or site. Such plaque shall be placed ~~for ease of in a location readily visible to~~ pedestrians ~~visibility. The plaque and~~ shall contain all information deemed appropriate by the ~~Landmarks~~ Commission.

Sec. 62-400. - Rescission of historic structure of site designation; sale.

Any owner of record of an historic structure or site who wishes to sell said historic structure but is unable to find a buyer willing to preserve ~~such an~~the historic structure or site, may petition the Landmarks Commission for a rescission of its designation. Such petition shall contain a verified statement that the owner has made reasonable attempts in good faith to find and attract such a buyer and such other information deemed reasonably necessary by the Landmarks Commission. Following the filing of such petition:

- (a) The owner and the Landmarks Commission shall work together in good faith to locate a buyer for the subject property who is willing to abide by its designation.
- (b) If, at the end of a period not exceeding 12 months from the date of such petition, no such buyer can be found and if the owner still desires to obtain such a rescission, the Landmarks Commission ~~shall rescind its~~may recommend, and the Village Board may approve, the rescission of the -designation of the subject property as historic under this Article.
- (c) In the event of such rescission, the ~~Landmarks Commission shall notify the~~ Village Clerk-Treasurer shall notify, the Building Inspector and the Village Assessor of the same, and shall cause the rescission to be recorded at Village expense in the Dane County Register of Deeds.
- ~~(d) Following any such rescission, the Landmarks Commission may not redesignate the subject property as an historic structure or site for at least two years from the date of rescission.~~

Sec. 62-401. - Historic designation procedures.

- (a) Recommendations; notice; public hearing; independent investigation; designation. The Landmarks Commission may, after notice and public hearing, recommend that the Village Board establish historic structures, sites and historic districts. At least ten days prior to such hearing, the Landmarks Commission shall give written notice to the owners of record, listed in the Village Assessor's records, of the affected property and other property situated within 200 feet of the affected property. The Landmarks Commission shall also give notice of such hearing to the Director of Public Works, Parks and Recreation Committee, Fire and Emergency Medical Services Department, Police Department, Building Inspector and Plan Commission. Each may respond to the proposed designation ~~or rescission~~ in writing or by appearance at the hearing. The Landmarks Commission shall then conduct such public hearing and may hear expert witnesses and may subpoena such witnesses and records as it deems necessary. The Landmarks Commission may conduct an independent investigation into the proposed designation ~~or rescission~~. Within ten days after the public hearing, the Landmarks Commission may recommend to the Village Board the designation of the property as an historic structure, an historic site, or recommend to the Village Board the designation of the property as an historic structure, an historic site, or recommend its inclusion in an historic district, ~~or may rescind the designation~~. The Village Board may hold a separate public hearing on the owner's or its own request before designation. After the designation ~~or rescission of~~ designation has occurred, notification shall be sent to the property owner and to the persons who appeared at the public hearing. The Landmarks Commission shall cause the designation ~~or rescission~~ to be recorded, at Village expense, in the Dane County Register of Deeds.

McFarland
SUMMARY SHEET

MEETING DATE: Monday, March 21, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and possible action on a Site Design Review Permit amendment submitted by Louis Cheramy, Bizy Lou LLC, for the Park Woods Condominium located at 4719-4747 Lorraine Way, McFarland, WI.

PREVIOUS ACTION:

August 26, 2019, Village Board approval of the Park Woods Condominium.

August 19, 2019, Plan Commission recommendation to approve the Park Woods Condominium.

June 25, 2018, Village Board approval of Ordinance 2018-12 to rezone the property from R-1 to R-3 General Residence.

June 18, 2018, Plan Commission recommendation to approve Ordinance 2018-12 and approval of a site design review permit for the development.

April 16, 2018, Plan Commission held a public hearing on Ordinance 2018-12 and discussed site plans for the proposed multi-family development.

ISSUE SUMMARY:

SUMMARY OF REQUEST

Lou Cheramy, managing member of Bizy Lou LLC (Developer), is requesting an amendment to the existing site design review permit approved for the Park Woods Condominium

(Development) to remove the requirement to install a four-foot high rear yard chain link fence.

Mr. Cheramy is also a resident of the development.

EXISTING CONDITIONS

In 2018, the Village approved a request from the Developer to rezone the subject property from R-1 to R-3 in order to construct six duplex buildings (12 total units). The Plan Commission also approved an associated site design review permit. At the time of approval, the intention was for the Developer to maintain ownership of the Development and rent the duplex units. In 2019, prior to completion of the project, the Developer obtained approval by the Village to change the Development to owner-occupied units via the creation of the Park Woods Plat of Condominium.

As part of the April 16, 2018 public hearing on the rezone request, adjacent property owners on Terminal Drive voiced concern about the potential of tenants trespassing on their properties to access Brandt Park. Following the public hearing, the Developer met with a few of the neighbors to discuss concerns related to the proposed development. At the June 18, 2018 Plan Commission meeting, the Developer presented a revised site plan that included infilling the



remaining portions of the western property line that did not already have a fence with a new four-foot high chain link fence to deter tenants from cutting through adjacent yards. The packet includes a copy of the site plan that shows the location of existing fencing and the portion to be completed by the Developer, which is roughly 375 feet in length, and spans the length of six of the duplex units (Units 5-10). The Developer's application also includes letters of support from the adjacent property owners on Terminal Drive and some pictures of the existing lot line from the rear of the Development.

The Developer is now requesting an amendment to the approved site plan to remove the segment of fence that was previously proposed along the western lot line. Note, there is no requirement within the Village's Zoning Code that R-3, or multi-family properties, are required to have a perimeter fence. However, given the fence was part of the approved site plan, Staff views it as a required improvement that may not be lifted unless the Plan Commission approves of the amendment. The Developer's application includes letters from the three property owners along Terminal Drive (5007 Terminal - Kranz, 5011 Terminal - Perkl, and 5015 Terminal - Lingk), that share the lot line where the fence is to be constructed. The Developer's letters to the property owners requests their opinion on either (1) installing the fence two feet on the Park Woods property to avoid existing vegetation (noting their responsibility to keep up the land on their side of the fence), or (2) having no fence, noting that the Developer has planted trees and shrubs that will fill in and act as privacy screening, but not keep anyone from accessing their property through Park Woods, or vice versa. All three adjacent owners indicated their preference for Option 2, No Fence. The packet also includes a letter from the Board of the Park Woods Condominium Association (Board) in which they object to the request to remove the requirement to install the chain link fence. Note, the letter is dated November 23, 2021 and includes comments regarding completion of road signs on the development. The Developer had previously been considering a request to seek removal of these signs but has since recanted that request. Staff did confirm with a member of the Board prior to publication of the packet, that the Board discussed the application at their February 7th, 2022 Board meeting and the Board remains in favor of the fence and will abide by the decision(s) made by the Plan Commission.

The packet includes several photos of the property line taken by Village Staff to illustrate the existing site conditions. In Staff's opinion, placing a fence along the lot line would be a challenge given existing and new trees/shrubs/vegetation and site topography. It might be possible to have a fence offset ~2-5 feet from the lot line; however, there are still challenges to squeezing it in between existing and new landscaping and it would present issues with maintaining access to the other side for maintenance of lawn/shrubs on the other side of the fence. The landscaping is also likely to grow into the fence in the future, which threatens the health of those trees/shrubs and could result in damage to the fence. It may be possible to move some of the newly planted landscaping to make more room for an offset property line fence; however, this would result in moving the landscaping from the top of the stormwater basin to the side slope and likely result in Development landscaping on both sides of the fence line. In addition, in order to install the fence, some existing understory shrubs would likely need to be removed. This woody vegetation aids in screening the homes on Terminal Drive with the Development. There is no Village requirement that a multi-family development needs to have a fence. Based on a review of the April 16 and June 18, 2018 Plan Commission minutes, the inclusion of the fence in the approved site plan was done by the Developer at the request of the



adjacent property owners, and not the Plan Commission per se, as the adjacent property owners were concerned about tenants trespassing on their property into Brandt Park. These same property owners now no longer feel a fence is necessary/desired. In Staff's opinion, the probability of property owners on either side trespassing through the property seems low and a 4-foot high chain link fence is a small deterrent but doesn't prevent trespassing. The existing landscaping, along with the growth of the Development's new landscaping, should form over time a natural fence line. Given all of these factors, Staff supports granting the request to amend the site plan to remove the 4-foot high chain link fence as requested.

OTHER STAFF COMMENTS

There are no comments from the Village Engineer, Fire Chief, or Police Chief regarding this request.

PUBLIC COMMENTS

The packet includes one letter of support for the proposed amendment from a resident of the Condo Association.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

Property is identified for Mixed Use/Flex Commercial in the Village's Comprehensive Plan, Future Land Use Map. Per Figure 4.1, R-3 zoning is a Typical Implementing Zoning District within this future land use category.

ORDINANCE REFERENCE:

Chapter 8, Article VII Fences and Hedges
Sec. 62-310 Site/Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to approve the site design review permit amendment for the Park Woods Condominium to remove the 4-foot high chain link fence as requested.

ATTACHMENTS:

1. Parks Woods Condominium Site Plan Amendment_01.23.22
2. McFarland Village letter 2021-11-23 - fence & road signs
3. Dammen Comments_Park Wood Condos_03.17.22
4. Parkwoods Site Photos_03.15.2022

VILLAGE OF McFarland

Community & Economic Development

Plan Commission Application – 2022

~Application must be completed in full~

Applicant - Owner	BIZY LOU LLC	Applicant's Agent	LOUIS CHERAMY
		Name	
Address	4727 LORRAINE WAY	Address	4727 LORRAINE WAY
Email	louis@cheramybuilders.com	Email	louis@cheramybuilders.com
Phone #	608-335-8131	Phone #	608-335-8131
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+F	☒ 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)

AMENDING THE "FENCE" REQUIREMENT LOCATED ON THE WEST BOUNDARY OF THE PARK WOODS CONDOMINIUM OWNERS ASSOCIATION PROPERTY.
 PROJECT APPROVAL DATE 06/18/2018

PLEASE READ AND SIGN AT THE BOTTOM ON THE REVERSE SIDE

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.)

Submittal Requirements: One (1) hard copy 8 ½ x 11, except site plan sheets which should be 11 x 17, and one (1) electronic (pdf) copy. A completed in full application can be submitted to the Community Development Department (5915 Milwaukee Street, McFarland, WI 53558, community.development@mcfarland.wi.us), with fees included with submittal **by *NOON of the deadline day**, according to the schedule below.

Village of McFarland Plan Commission 2022 Schedule

The Village of McFarland Plan Commission normally conducts meetings on the third Monday of each month, unless otherwise noted above 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; potential agenda item materials are required to be submitted per the schedule listed below.

***Submittal Deadline Noon on:**

For Scheduled 2022 Meeting date of:

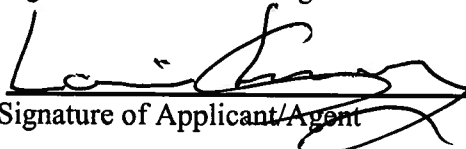
December 7 (2021)-----	Tuesday, January 18
January 11-----	February 21
February 8-----	March 21
March 8-----	April 18
April 5-----	May 16
May 10-----	June 20
June 7-----	July 18
July 5-----	August 15
August 9-----	September 19
September 6-----	October 17
October 11-----	November 21
November 8-----	December 19 (Pending)
December 6-----	Tuesday, Jan. 17, 2023 (Pending)

Note, applications requiring a public hearing will be scheduled for a hearing according to the schedule above, with action considered at the next scheduled Plan Commission meeting following the public hearing. Applicants are encouraged to contact the Community & Economic Development Director for a pre-application meeting to review the project and submittal requirements prior to submitting an official application.

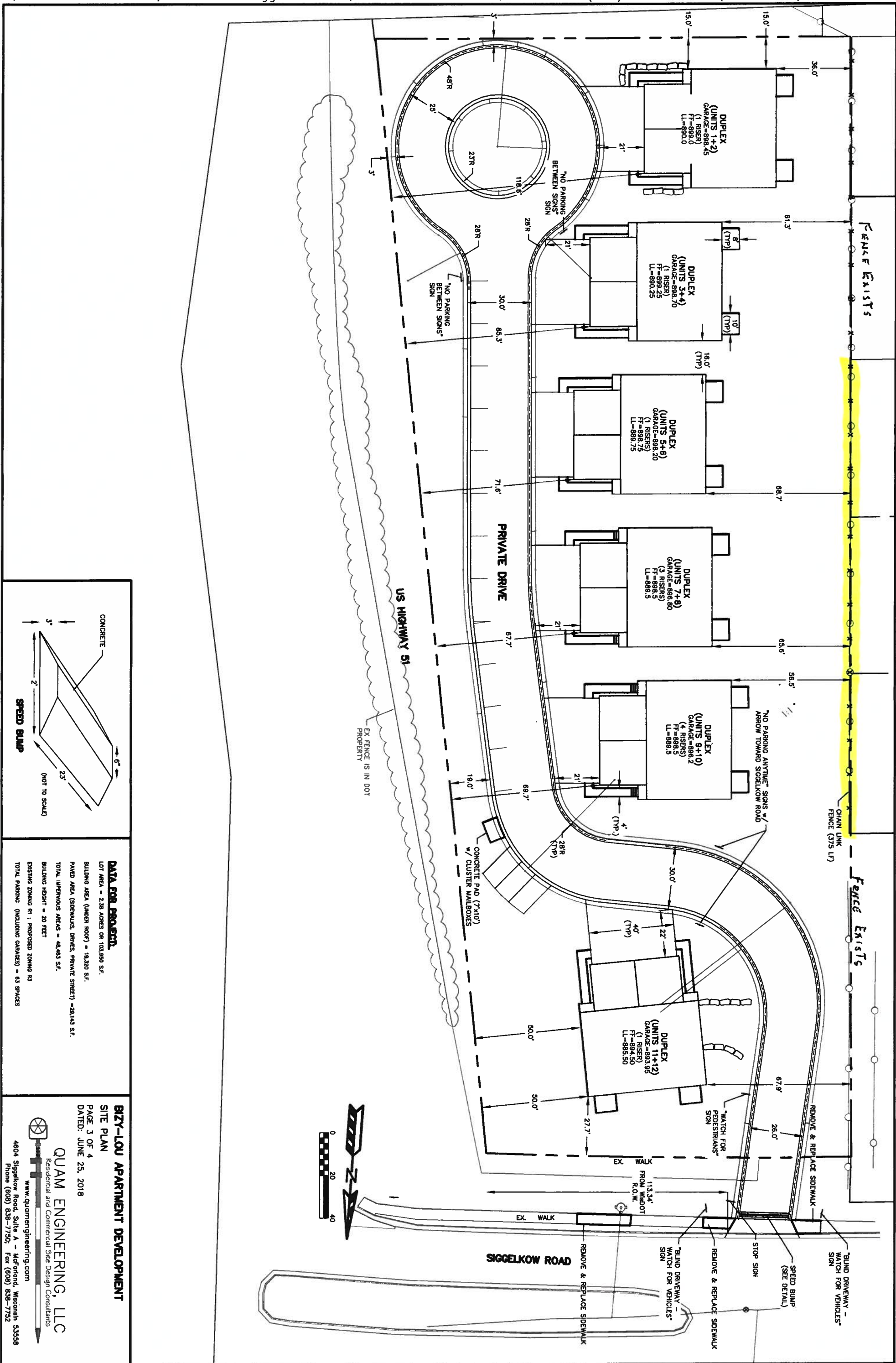
Acknowledgements:

- 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, consultant review costs, etc.) will require any permits to be withheld until all payments are made in full. In addition, all application fees are non-refundable.
- I understand Plan Commission applications requiring a Public Hearing will not be acted on the same night as the Public Hearing.

X


Signature of Applicant/Agent

01/23/2022
Date



October 19, 2021

To: Joan and Don Krantz

5007 Terminal Drive McFarland, WI. 53558

Re: Chain link fence at you Eastern property line.

The Park Woods project was approved on June 25, 2018 with the inclusion of a 4' tall chain link fence between our boundaries. The project was also approved on this being apartments for rent and not the Condominium Association that it is now. The primary concern from the residence on Terminal Drive was the access between the two properties be closed off so there would be no pedestrian traffic from our property through yours to access the Brandt Park area. The creation of the Park Woods Homeowners Condominium Association has possibly changed the likelihood of any pedestrian traffic between the properties so I am asking you to consider the following:

1. Install the fence per agreement on 06/25/2018.

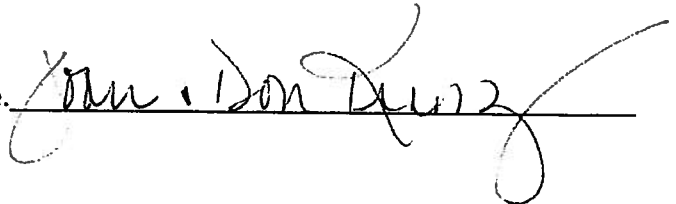
- The trees and shrubs are directly on the boundary line making it impossible to put the fence there. Our only option is to install the fence approximately 2' on the PW side of the boundary in order to stay clear the trees. We would have no access to your side of the fence making it your responsibility to keep up the land or just let it go back to nature.

Please sign here if this is what you would like to see. _____

2. No fence.

- We have planted trees and shrubs that will fill in and act as privacy screening. In a couple of years the screening should start to work as designed. However, it would not be enough to keep anyone 100% from accessing your property through ours. It would just make it more difficult.

Please sign here if this is what you would like to see. _____



Please call, email, or mail your decision. Thank you for your quick response and attention to this letter. _____

Best

Louis Cheramy

louis@cheramybuilders.com

4727 Lorraine Way McFarland WI. 53558

608-335-8131

October 19, 2021

To: Gerry and Mary Lingk

5015 Terminal Drive McFarland, WI. 53558

Re: Chain link fence at you Eastern property line.

The Park Woods project was approved on June 25, 2018 with the inclusion of a 4' tall chain link fence between our boundaries. The project was also approved on this being apartments for rent and not the Condominium Association that it is now. The primary concern from the residence on Terminal Drive was the access between the two properties be closed off so there would be no pedestrian traffic from our property through yours to access the Brandt Park area. The creation of the Park Woods Homeowners Condominium Association has possibly changed the likelihood of any pedestrian traffic between the properties so I am asking you to consider the following:

1. Install the fence per agreement on 06/25/2018.
 - The trees and shrubs are directly on the boundary line making it impossible to put the fence there. Our only option is to install the fence approximately 2' on the PW side of the boundary in order to stay clear the trees. We would have no access to your side of the fence making it your responsibility to keep up the land or just let it go back to nature.

Please sign here if this is what you would like to see. _____

2. No fence.
 - We have planted trees and shrubs that will fill in and act as privacy screening. In a couple of years the screening should start to work as designed. However, it would not be enough to keep anyone 100% from accessing your property through ours. It would just make it more difficult.

Please sign here if this is what you would like to see. Mary C. Lingk

Please call, email, or mail your decision. Thank you for your quick response and attention to this letter.

Best

Louis Cheramy

louis@cheramybuilders.com

4727 Lorraine Way McFarland WI. 53558

608-335-8131

we are sorry Lou - we agreed to the fence because we thought that was what everyone wanted. We are satisfied with the work you are doing.

MCL

October 19, 2021

To: Dave and Deb Perkl

5011 Terminal Drive McFarland, WI. 53558

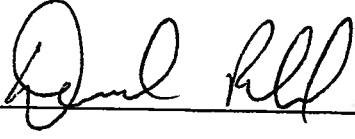
Re: Chain link fence at you Eastern property line.

The Park Woods project was approved on June 25, 2018 with the inclusion of a 4' tall chain link fence between our boundaries. The project was also approved on this being apartments for rent and not the Condominium Association that it is now. The primary concern from the residence on Terminal Drive was the access between the two properties be closed off so there would be no pedestrian traffic from our property through yours to access the Brandt Park area. The creation of the Park Woods Homeowners Condominium Association has possibly changed the likelihood of any pedestrian traffic between the properties so I am asking you to consider the following:

1. Install the fence per agreement on 06/25/2018.
 - The trees and shrubs are directly on the boundary line making it impossible to put the fence there. Our only option is to install the fence approximately 2' on the PW side of the boundary in order to stay clear the trees. We would have no access to your side of the fence making it your responsibility to keep up the land or just let it go back to nature.

Please sign here if this is what you would like to see. _____

2. No fence.
 - We have planted trees and shrubs that will fill in and act as privacy screening. In a couple of years the screening should start to work as designed. However, it would not be enough to keep anyone 100% from accessing your property through ours. It would just make it more difficult.

Please sign here if this is what you would like to see.  1/18/22

Please call, email, or mail your decision. Thank you for your quick response and attention to this letter.

Best

Louis Cheramy

louis@cheramybuilders.com

4727 Lorraine Way McFarland WI. 53558

608-335-8131













November 23, 2021

Dear Andrew Bremer:

The Park Woods Association Board met on Tuesday, November 16 and did unanimously agree to maintain the approved plan for the Park Woods condo development. This agreement includes the fence on the west side of the property as well as the placement of road signs at the entry way, curve, and circle drive.

The Board's primary concerns are to ensure the safety of Owners and decrease the liability exposure to Owners and the Association on both sides of the planned fencing. The Board questions the placement of trees/shrubs at locations prior to the placement of the approved fencing plan. Both the fence and road signs are currently the remaining unfinished pieces of the approved plan.

We appreciate the communication with the Village and our continued working relationship. Please notify the Board of any questions or clarifications you may need from us.

A handwritten signature in blue ink that reads "David Franchek". The signature is fluid and cursive, with the first name "David" being more prominent than the last name "Franchek".

David Franchek, President
Park Woods Condominium Association Board

From: [Cindy A. Dammen](#)
To: [Andrew Bremer](#)
Subject: Park Wood Condos
Date: Thursday, March 17, 2022 8:09:32 AM

We are residents of the Condos and am voicing my opinion that the proposed fence is NOT needed. If there are only a couple unit owners that
Say it's needed the rest of the owners are against. Condo docs say NO fences and that is what we should be going with

Thanks

Lee & Cindy Dammen

View of property line from south (Unit #5) looking north

End of existing chain link fence that extends south down lot line

View looking north
(approximately at
Unit #5)

End of existing chain
link fence

new trees planted by
Developer

Staked property line
offset of approximately
5 feet

View looking north (approximately
at Unit 6)



View looking north
(approximately at Unit #7)



View looking north (approximately
at Unit #8)



View looking north (approximately
at Unit #9)



View looking north (approximately
at Unit #10)

Start of existing barb
wire fence that extends
north along lot line

View of property line from
north (Unit #10) looking
south



End of existing barb
wire fence

McFarland
SUMMARY SHEET

MEETING DATE: Monday, March 21, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and possible action on submittal of a memorandum to the Capital Area Regional Planning Commission regarding their draft 2050 Regional Development Framework Plan.

PREVIOUS ACTION:

August 16, 2021 Plan Commission Meeting. Steve Steinhoff, Director for the Capital Area Regional Planning Commission provided an overview of CARPC's 2050 Regional Development Framework Plan.

ISSUE SUMMARY:

Steve Steinhoff, CARPC Agency Director, will attend the Plan Commission meeting to review a draft of CARPC's 2050 Regional Development Framework report, which is available for public review and comment through May 13. The 2050 Regional Development Framework will replace CARPC's Vision 2020: Dane County Land Use and Transportation Plan as the statutorily required land use plan for the Dane County region. The 2050 Regional Development Framework lays the necessary foundation to support continuing growth by pinpointing opportunities and mapping realistic planning concepts. This Framework is designed to serve as a guide for local communities and regional agencies as they plan for future growth and undertake development projects. The three overarching goals that guide the Framework are to promote regional development that:

- Reduces greenhouse gas emissions and fosters community resilience to climate change (Climate)
- Increases access to jobs, housing and services for all people (Opportunity)
- Conserves farmland, water resources, natural areas, and fiscal resources (Conservation)

The Framework identifies six strategies to guide regional development patterns:

1. Focus growth in centers and along corridors
2. Prioritize growth in already developed areas
3. Plan areas for quality business growth
4. Plan complete neighborhoods
5. Preserve stewardship areas
6. Preserve farming areas



In addition to these board strategies, the Framework proposes the following strategies for specific development practices to further our climate-related goals and objectives:

1. Encourage tree preservation and planting
2. Encourage practices that reduce stormwater runoff
3. Encourage practices that reduce surface temperatures

All comments received will be reviewed by CARPC staff as part of the final editing process. CARPC Commissioners will vote on adoption of the final Framework after closing the public review and comment period. Following adoption, CARPC's work will focus on implementing the Framework by providing planning support to local communities, collaborating with other regional entities, and tracking performance metrics. Visit www.capitalarearpc.org for more information.

Staff have reviewed the plan and overall commends CARPC for their efforts. However, there are a few areas of concern as the plan relates more specifically to the Village of McFarland and its application to future applications for Urban Service Area Boundary amendments. Attached is a draft letter outlining those items of concern with a request for CARPC to meet with Village Staff to discuss the requested edits in greater detail.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to approve submittal of a memorandum to the Capital Area Regional Planning Commission regarding their draft 2050 Regional Development Framework report.

ATTACHMENTS:

1. V. McFarland Plan Commission Memorandum_CARPC draft 2050 Regional Development Framework_03.21.22

Memorandum

To: Steve Steinhoff, Agency Director, Capital Area Regional Planning Commission

From: Village of McFarland Plan Commission
Andrew Bremer, AICP, Community & Economic Development Director

Date: March 21, 2022

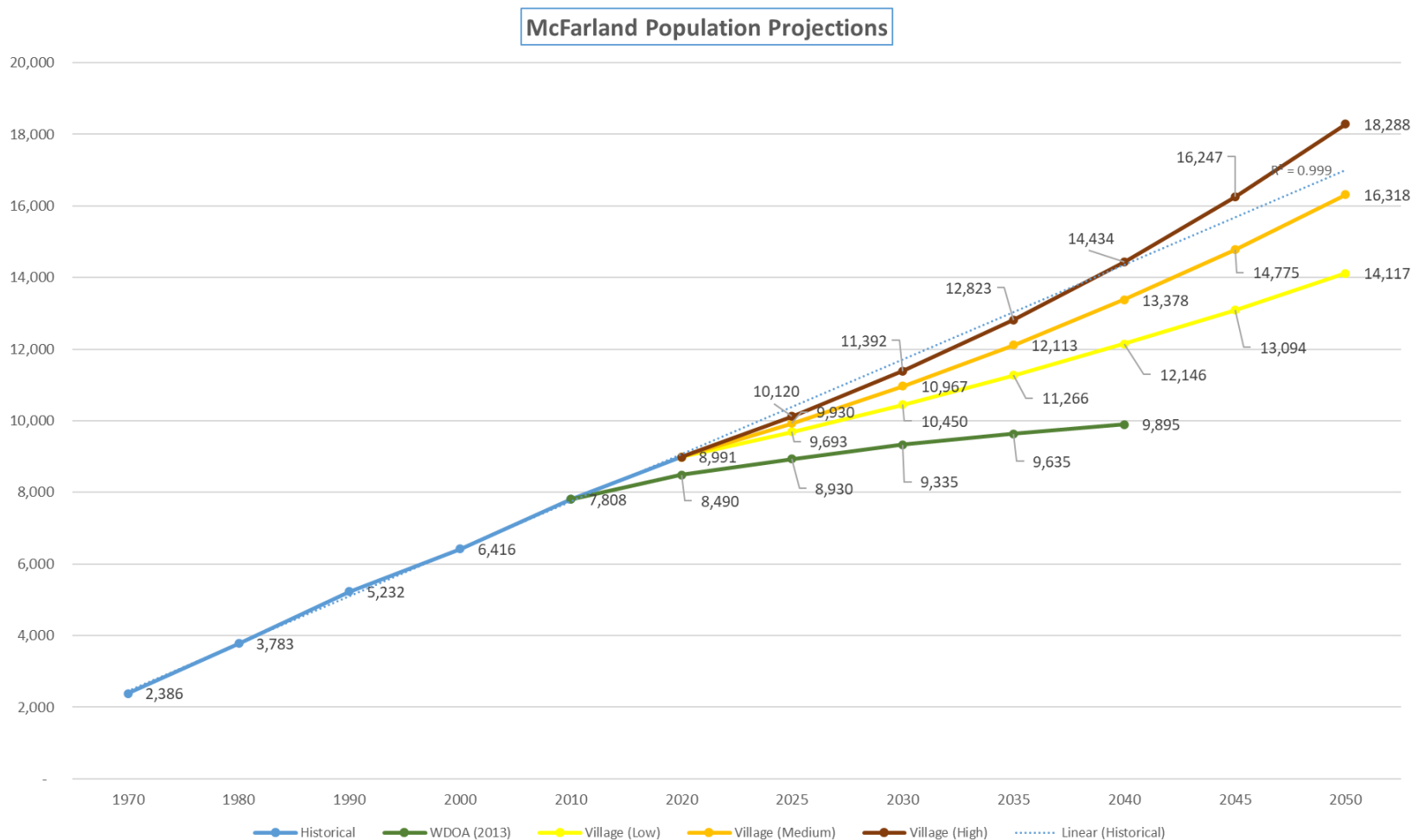
Re: **Comments regarding Draft 2050 Regional Development Framework Plan**

The Village of McFarland Plan Commission would like to commend the Capital Area Regional Planning Commission (CARPC) and its staff on the draft 2050 Regional Development Framework Plan and would like to thank CARPC for the opportunity to participate in the planning project. Creation of a plan of this scope is challenging and the result is a plan that is succinct, user friendly, and aspirational in guiding the region under a set of core land use planning goals and strategies. The Plan Commission supports the boarder guiding principals of the plan and will consider them when updating future Village planning studies, including the Village's pending update to our 2008 East Side Neighborhood Growth Area Plan. However, the Plan Commission does have a few comments and concerns with the plan as drafted:

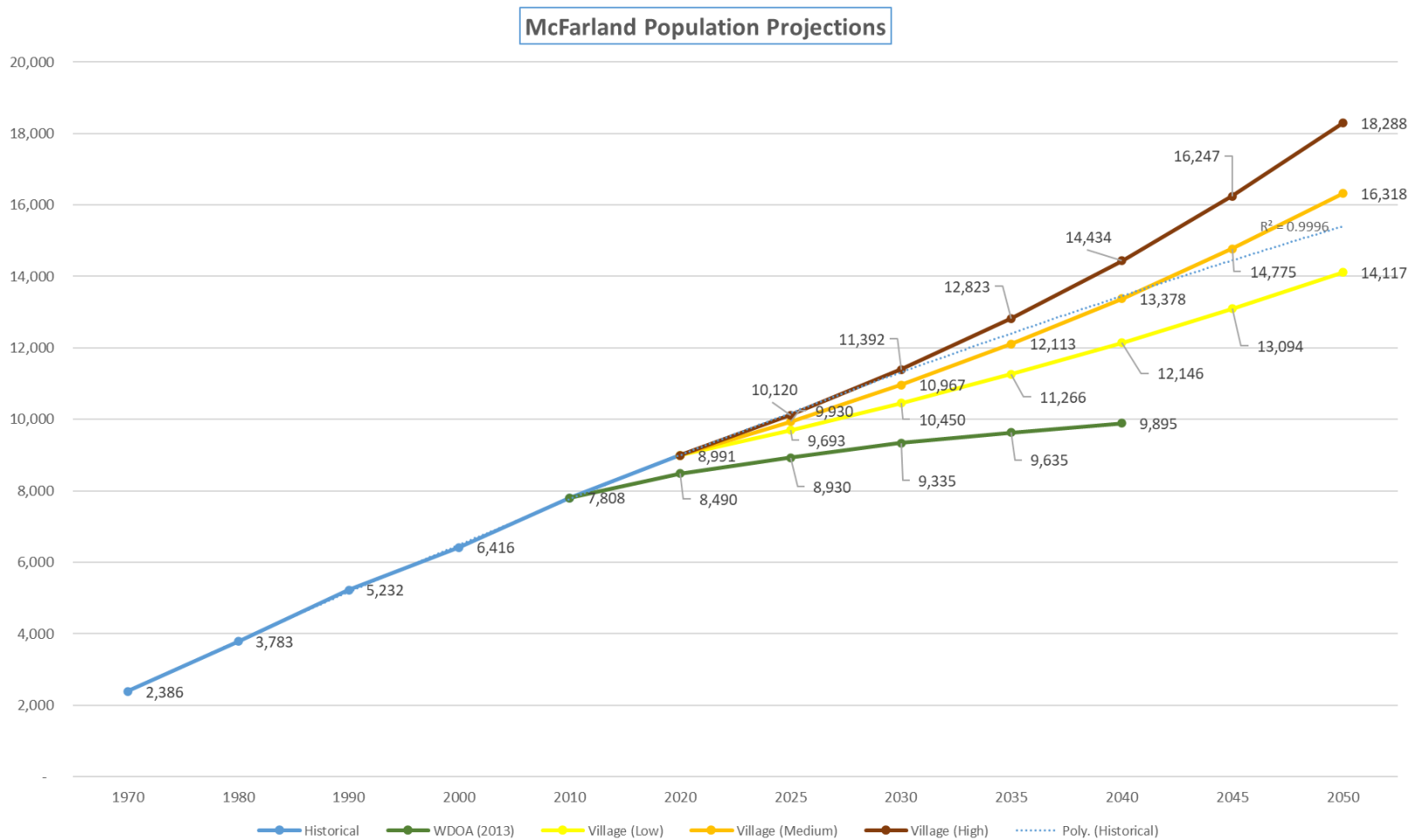
1. Population and housing projections are too low for McFarland. The Village recognizes the inherent challenges in determining a methodology and making estimates of future population and housing growth to year 2050 for the entire region. However, we feel the data and methodology used to project McFarland's population and housing growth is likely an under count. The Village's Community & Economic Development Department maintains population and housing projections in 5-year increments to year 2050. Enclosed are two graphs of the Village's estimated population projections which have been recently updated based on the 2020 US Census. Note, the 1970-2020 trend line (linear) and (polynomial) roughly equally straddle the "medium" projection. The medium projection is typically the Department's default "best estimate" for our local planning purposes. The medium projections estimate the Village 2050 population at 16,318, or 2,849 more than CARPC's estimate. Similar, CARPC's McFarland household growth estimate for 2020-2050 is 1,749, or an average of 58 households per year. The Department's "medium" projection for the same period is a gain of 2,932 to 3,234 households, or 98-108 per year, depending on trends in average people per household.
 - a. Request. The Village is requesting CARPC strengthen the text of the plan to specifically recognize that local municipalities like McFarland routinely develop their own estimates for projected population and housing growth that are likely to differ from those used in the Framework. In addition, the Village is requesting CARPC strengthen the text of the plan to specifically recognize that the methodology used to develop the population and housing estimates has a corollary impact on how 2050 urban growth maps were developed.

2. Potential mapping errors. Given the scale of the maps it is difficult to confirm, but the Village believes there may be a few hexagons that are misplaced, or outright missing, in areas of the Village that have recently been platted for development, are anticipated for new development in existing Village planning documents or have a high probability of near-term development given our knowledge of the local market. This includes potential new “community centers”, “corridors”, “2050 urban growth”, “2050 employment growth”, “potential complete neighborhoods”, “farmland preservation areas”, “farmland transition areas”, “stewardship areas”, etc. By way of example, there are no 2050 Employment Growth hexagons identified in McFarland. Village planning documents include areas for future business park development and this is an active pursuit and priority of the Village.
 - a. Request. The Village is requesting CARPC staff work with the Village’s Community & Economic Development Director to review and adjust the Framework mapping as it relates to the greater McFarland area for improved accuracy. If the inclusion of additional new development hexagons is limited by the methodology by which CARPC has determined the plan maps will be created, the Village additionally requests that CARPC strengthen the text of the plan to recognize that deficiency.
3. Relationship to future Urban Service Area Amendments. It is unclear how CARPC will utilize the Framework in relation to review and recommendations regarding future municipal applications to amend Urban Service Area Boundaries. If Framework population and housing projections, and related Framework mapping, are to be used as part of CARPC’s review process, then the issues presented in this memorandum will carry forward to future Village requests to amend our Urban Service Area boundary.
 - a. Request. The Village is requesting CARPC strengthen the text of the plan to elaborate on how the Framework will or won’t be used as part of the review of future municipal applications to amend Urban Service Area Boundaries, and to specifically recognize that due to the issues and concerns identified in the methodologies used to create the plan, local conformity with the plan will not be binding on future USA amendment applications.

The Village further requests the opportunity to provide comment on any final plan revisions prior to adoption by CARPC. Thank you for your consideration of our suggestions and concerns related to the draft 2050 Regional Development Framework Plan.



The above graph shows the Village's historical and projected population estimates, including a linear trend line based on 1970-2020 US Census population estimates. WDOA figures were calculated in 2013 based on 2010 Census data and do not project out to year 2050. Village (low, medium, and high projections are based on growth assumptions developed by the Village of McFarland Community & Economic Development Department (2022) utilizing prior Village rates of growth. CARPC 2050 Regional Development Framework, McFarland estimated 2050 population (not shown in graph) is equal to 13,469, or 2,687 less than the Village (Medium) projection.



The above graph shows the Village's historical and projected population estimates, including a polynomial trend line based on 1970-2020 US Census population estimates. WDOA figures were calculated in 2013 based on 2010 Census data and do not project out to year 2050. Village (low, medium, and high projections are based on growth assumptions developed by the Village of McFarland Community & Economic Development Department (2022) utilizing prior Village rates of growth. CARPC 2050 Regional Development Framework, McFarland estimated 2050 population (not shown in graph) is equal to 13,469, or 2,687 less than the Village (Medium) projection.

McFarland
SUMMARY SHEET

MEETING DATE: Monday, March 21, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding East Side Neighborhood Plan Update.

PREVIOUS ACTION:

ISSUE SUMMARY:

Staff anticipates the inclusion of a monthly agenda item to provide an update on the status of the planning project to update the East Side Neighborhood Plan. Some months may have more information to share, particularly those months where MSA is scheduled to present information to the Plan Commission for discussion.

Project Update

- The Village Board approved the proposal from MSA Professional Services at their February 28th meeting. Staff worked with the Village Attorney and MSA to finalize the contract.
- Staff has developed a project website to provide a platform to share information about the project. www.mcfarland.wi.us/eastsideplanupdate
- Staff have started working with MSA on data exchange for pending study.
- Staff is working on an article for the Spring/Summer Outlook Newsletter regarding the project which will be published in early May.
- Staff have begun reaching out to various landowners in the neighborhood to inform them the project is starting.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda item is presented for discussion only.

ATTACHMENTS:

None

Memorandum

To: McFarland Plan Commission
From: Karen Knoll, Property Maintenance Officer
Date: March 14, 2022

Re: February Property Maintenance Report

Date	Address	Owner	Complaint Type	Complaint Comments	Status
2.1.22	5503 Alben Avenue	Torbleau	Other Property Maintenance	downed trees, debris, bldg. materials	Action plan in place
2.10.22	5619 Osborne Drive	Parker	Junk/Debris	furniture at curb	Resolved
2.10.22	5631 Osborne Drive	Helming	Junk/Debris	furniture at curb	Resolved
2.11.22	5703 Milwaukee Street	Leeder	Junk/Debris	brush, debris, misc. furniture, boat	Action plan in place
2.17.22	5211 Valley Drive	Hartson	Vehicle Improperly Parked	boat on lawn	Action plan in place
2.18.22	5203 Church Street	Krepski	Vehicle Improperly Parked	truck on lawn	Letter Sent
2.21.22	5209 Church Street	Stein/Gabrielse	Work w/o Permit	fence installed w/no permit	Resolved
2.21.22	5219 Church Street	Hazinze	Junk/Debris	brush, junk, non running, non licensed vehicles	Ticket Issued
2.21.22	6119 Johnson Street	Deyoe	Junk/Debris	junk, non running, non licensed vehicles	Monitoring
2.22.21	5603 Glenway	Bunbury	Vehicle Improperly Parked	truck on lawn	Letter Sent
2.25.22	6104 Overlook Drive	Roahen/Flesch	Snow Removal	blowing snow into the street	Resolved
2.28.22	6403 Crestwood	Dodge	Other Property Maintenance	pool with dirt bottom	Ticket Issued
2.28.22	5315 N. Cook Street	Noriega	Vehicle Improperly Parked	non-running vehicle on lawn	Resolved

Memorandum

To: McFarland Plan Commission

From: Andrew Bremer, AICP
Community & Economic Development Director

Date: March 10, 2022

Re: **February 2022, 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

	2021	7-Year	5-Year	3-Year	2022
Building Permits (new construction)	Actual	Average	Average	Average	Actual YTD
SF (Total Units)	18	47	53	45	6
Duplex (Total Units)	0	9	11	5	0
MF (Total Units)	104	44	54	77	4
Total Res. Units	122	100	118	127	10
Commercial	0	3	3	2	1

55 total building permits issued in the month with three new single family housing permits issued for Rosewood Fields, bringing the total to nine for Phase 1 of this development. One new commercial development permit for 5411 Bashford Street, including 4 multi-family units.

YTD Department Revenues

		2021	7-Year	5-Year	3-Year	2022	2022	YTD % of
Account		Actual	Average	Average	Average	Budget	Actual YTD	Budget
44300-101	Building Permit	\$ 83,031	\$ 86,357	\$ 103,223	\$ 99,408	\$ 95,000	\$ 9,477	10%
44300-102	HVAC Permit	\$ 22,960	\$ 30,602	\$ 35,823	\$ 29,921	\$ 37,000	\$ 3,421	9%
44300-103	Plumbing Permit	\$ 26,399	\$ 32,606	\$ 37,894	\$ 32,838	\$ 37,000	\$ 4,127	11%
44300-104	Electrical Permit	\$ 34,549	\$ 41,582	\$ 48,559	\$ 43,995	\$ 45,000	\$ 5,180	12%
44300-105	Sprinkler Fee	\$ 8,870	\$ 4,007	\$ 5,594	\$ 5,934	\$ 6,500	\$ 125	2%
44300-106	Fire Alarm Inspection Fee	\$ 1,790	\$ 2,386	\$ 3,340	\$ 2,923	\$ 3,500	\$ 365	10%
44300-108	CD Occupancy Inspection Fee	\$ 6,645	\$ 7,933	\$ 8,926	\$ 8,210	\$ 8,000	\$ 595	7%
44900-000	Misc. CD Permit Fees (fence, sig	\$ 89,959	\$ 120,198	\$ 143,569	\$ 110,296	\$ 50,000	\$ 289	1%
46800-000	Community Development Fees	\$ 11,240	\$ 11,795	\$ 12,272	\$ 14,524	\$ 12,500	\$ 1,417	11%
47210-000	City - Building Inspection	\$ -	\$ 16,025	\$ 8,127	\$ -	\$ -	\$ -	0%
	Total Revenue	\$ 285,442	\$ 353,492	\$ 407,327	\$ 348,050	\$ 294,500	\$ 24,995	8.5%

* As of 2/28, 17% through calendar year

Total C&ED deposits for the month were \$15,142.43.

Summary of Department Activities:

- Draft revisions to Tax Increment Finance Development Incentives Policy Manual & Application.
- Review of proposals for East Side Neighborhood Plan Update & Community Center Project.
- Committee, Commission, and Board restructuring ordinances.
- Economic development planning and development meetings for various properties in TID #3, 4, & 5.
- Village Board action on prior month C&ED related applications/projects:
 - Approval of proposal from MSA Professional Services for East Side Plan Update.
- Status update of larger development projects previously approved:
 - 5411 Bashford (Dan Chin Homes). Building permits approved.
 - 4902/08 Terminal Drive (Waubesa Village Phase IV). Quam completed purchase of 4908 Terminal Drive.
 - 4900 Larson Beach Road (Taylor Pointe Apt). Occupancy permit granted.
 - Rosewood Fields (Veridian, CTH AB). Construction of Phase 1 site utilities, roads and sidewalks complete. Department has received 9 building permits to date.
 - Northpointe Development (Holscher & Broadhead). Basement/foundation complete on the three story apartment building, excavation has begun on the two townhouse buildings.
- Public Meetings, Webinars & Conferences attended by Department Director:
 - January 31st, Diversity, Equity, Inclusion Public Information Meeting
 - February 2nd, CDA meeting
 - February 3rd, [Webinar: From Complete Streets to Complete Networks](#)
 - February 7th, Green Tier Legacy Community meeting
 - February 8th, [Webinar: Beyond the Planning Charette](#)
 - February 9th, WEDA Economic Development Project Analysis Seminar
 - February 14th, Village Board meeting
 - February 15th, Chamber Board meeting
 - February 21st, Plan Commission meeting
 - February 23rd, Webinar: DCCVA Zoning Code Roundtable

CARPC - Regional Development Framework available for public comment

A draft of the [2050 Regional Development Framework](#) report is available for review and comment through April 10. The 2050 Regional Development Framework will replace *Vision 2020: Dane County Land Use and Transportation Plan* as the statutorily required land use plan for the Dane County region. The Framework is designed to serve as a guide for incorporating big picture goals into individual decisions about where and how to grow. The strategies outlined in the Framework will promote growth that:

- Reduces greenhouse gas emissions and fosters community resilience to climate change
- Increases access to jobs, housing and services for all people
- Conserves farmland, water resources, natural areas, and fiscal resources

All comments received will be reviewed by CARPC staff as part of the final editing process.

Commissioners will vote on adoption of the final Framework at the May 2022 CARPC meeting. Following adoption, CARPC's work will focus on implementing the Framework by providing planning support to local communities, collaborating with other regional entities, and tracking performance metrics. Visit www.capitalarearpc.org for more information.

Status Update on East Side Neighborhood Plan Update

- Project website has been created: <https://www.mcfarland.wi.us/476/East-Side-Neighborhood-Plan-Update>

Look ahead to potential April 6th CDA Agenda Items:

- Continued review of Village TIF Development Incentives Policy Manual & Application

Look ahead to potential April 18th PC Agenda Items:

- 5600 Lake Edge Road (Waubesa Shores Condominiums), public hearing on Amendment #2 to the Declaration of Condominium for revisions to underground mechanical, storage, parking stalls.
- 5979 Siggelkow Road (former Waubesa School), public hearings on Comprehensive Plan amendment, rezone, and certified survey map as part of renovations by Urso Bros, LLC.
- 4603 Triangle Street (A&J Mobility), public hearings on rezone and conditional use permit request for relocation of this vehicle repair and sales business.
- 4711 Farwell Street (Spartan Bowl), site design review permit for a seasonal outdoor consumption and sports area (bean bag league).
- 5315 Paulson Road (Lazy Bones), site design review permit for expansion of an existing parking lot.