

Tuesday, September 20, 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/81726729769>

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

Webinar ID: 817 2672 9769

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 Commission 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 Commission for their consideration. Members of the public who are present in person and wish to address the Commission 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. Motion to approve the minutes of the July 19, 2022 Plan Commission meeting.
4. BUSINESS.
 - a. Discussion and possible action to approve Plan Commission Resolution 2022-27: A resolution to amend the Planned Development District Detailed Plan for Rosewood Fields Subdivision to change the corner lot street yard setback in District III from 15 feet to 10 feet.
5. SCHEDULE NEXT MEETING DATE.
 - a. Tuesday October 18, 2022 at 7:00 p.m.
6. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

Working Draft Plan Commission Minutes July 19, 2022, at 7:00 P.M.

Members Present: Carolyn Clow, Peter Bloechl-Anderson, Scott Peters, Chris Reynolds

Members Absent: Kathleen Pakes

Staff Present: Andrew Bremer, Kong Thao

1. CALL TO ORDER

Chair Clow called the meeting to order at 7:00 P.M. Chair Clow provided an explanation of the current vacancies regarding the Plan Commission's members.

2. PUBLIC APPEARANCES.

None.

3. APPROVAL OF MINUTES

- a. Motion to approve the Minutes of the June 21, 2022 meeting.

Clow moved to approve the June 21, 2022 Plan Commission minutes. Peters seconded the motion. Motion carried 4-0.

4. PUBLIC HEARING

5. BUSINESS

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

Bremer provided summary of the past activity concerning this agenda item and the actions made by the Plan Commission mostly concerning March 21, 2022 when the Plan Commission postponed action on the site design amendment request and then at the May 17, 2022 Plan Commission meeting denied the request. Reynolds inquired on the reasoning why the Condo Association board changed their mind. David Franchek, President of the Park Woods Condominium Owners Association and resident at 4739 Lorraine Way, provided clarification on the negotiation of an alternative for the fence. Franchek concluded that the cost amount provided by the developer was relative to the cost for the installation of the fence and therefore reached an agreement. The developer and the condo association board has agreed to the amendment of the fence on the site plan in lieu of \$3,700.00 by the developer to the Park Woods Condominium Owners Association's budget.

Clow motioned to approve the site design review permit amendment for the Park Woods Condominium to remove the 4-foot high chain link fence as submitted. Peters seconded the motion. Motion carries 4-0.

- b. Discussion and possible action on Resolution No. 2022-11, a Resolution Approving Planned Development Infill District-Detailed Plan for Phase 2 of the Atwater Development, 4719 Farwell Street, McFarland, requested by Lakestone Holdings, LLC.

Bremer provided summary on the recent Plan Commission activity concerning Phase 2 of the Atwater Development, 4719 Farwell Street, McFarland touching on the June 21, 2022 Plan Commission meeting to postpone action pending site plan revisions related to the drive thru and the patio areas. Bremer's summary covered the revisions to the permanent patio fence and the drive thru. The developer is intent on installing the entire perimeter front patio fencing at the time of the building construction. Two alternative site plans were shown to the commission, discussing variations in parking, flow of traffic, pros and cons, and acceptable trade-offs. Peters commented on the separation of space for potential alcohol consumption. Bremer confirmed that conversations with the developer included this scenario and other likely uses of the patio space that would desire partition. Bremer stated the Plan Commission would not need to be included in the approval of the partitions as the perimeter fencing also includes in the site plan for future partitions.

Peters commented on the design of the drive thru and how it reduces the egress points for the parking lot. Although it was acceptable to Peters, he wanted to address this as a point of concern. Bremer affirmed it was not an issue and explained the expected flow of traffic in the parking lot with and without the designated drive thru.

Clow motioned to approve Resolution 2022-11 approving the Planned Development Infill Detailed Plan for Phase 2 of the Atwater Development as submitted with the following conditions of approval:

1. Approval of a Development Agreement by the Village Board for any requested Tax Increment Financing project funding.
2. Applicant addressing those recommended conditions of approval as identified in the Fire Chief's staff report dated June 9, 2022.
3. Applicant addressing those recommended conditions of approval as identified in the Village Engineer's staff report dated June 16, 2022.
4. Applicant addressing those recommended conditions of approval as identified in the Community & Economic Development's copy of the proposed Landscaping Plan, comments dated July 14, 2022.
5. Applicant addressing those recommended conditions of approval as identified in the Community & Economic Development's copy of the proposed Site Plan, comments dated July 14, 2022.

6. Applicant to revise site plan sheets to reflect proposed drive thru Alternative 2B as conceptually shown in the Community & Economic Development's copy of the proposed site plan, dated July 14, 2022.
7. Applicant to submit final plan documents addressing the conditions of approval to the Community & Economic Development Department for Village Staff acceptance prior to obtaining a building permit.

The motion was seconded by Peters. Motion carries 4-0

c. Discussion regarding East Side Neighborhood Plan Update.

Bremer provided a summary on the activity of the East Side Neighborhood Plan Update. Thao shared a presentation on the results of the community survey, which are posted on the East Side Neighborhood Plan Update Page. Concluding Thao's presentation, Clow commented on the use of that data by the Consultants and what it means for the plan update. Thao spoke on the community survey results to be included in the plan update and how those responses will be incorporated in the outcome of the plan. Bremer added that this was one form of public engagement activities that is included in the development of the plan update. Further, Bremer clarified the timeline of activities still yet to come in the plan development process which will all factor into the final plan. Bremer explained that development of the plan policies is not based exclusively on the survey results and is balanced with other public engagement activities and professional best practices recommended by the Village's consultants. For example, Bremer noted high survey responses for larger residential lots; however, while there may be a market for this type of development, it may not be the most efficient and sustainable use of land. Bloechl-Anderson also noted that in his experience survey respondents don't always understand how big an acre of land is. Reynold also noted that larger lots would likely not be affordable, and the survey respondents also wanted more affordable housing.

d. Discussion on transition of the Village's meeting format effective August 1, 2022.

Clow explained that the format of meetings will return to in-person meetings effective August 1, 2022. Clow commented that the priority would be to have committee and commission members attend in-person as much as possible. The Village of McFarland is one of the last communities still operating through zoom meetings. Reynolds inquired on the status of masks. Clow replied that there are no current requirements concerning masking, however attendees are open to masks wearing.

6. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, August 16, 2022 (meeting cancelled)

7. ADJOURNMENT.

Clow motioned to adjourn, Reynolds seconded the motion. Motion carried 4-0.
Meeting adjourned at 8:00 P.M.

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, September 20, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and possible action to approve Plan Commission Resolution 2022-27: A resolution to amend the Planned Development District Detailed Plan for Rosewood Fields Subdivision to change the corner lot street yard setback in District III from 15 feet to 10 feet.

PREVIOUS ACTION:

May 26, 2020 - Approval of Ordinance 2020-16, PDD-GP General Plan and PDD-DP Detailed Plan Approval

ISSUE SUMMARY:

Verdian Homes is requesting a zoning text amendment to the Rosewood Fields Planned Development District Detailed Plan approved on May 26, 2020. The amendment is to change the minimum street yard setback from fifteen feet (15') to ten feet (10') within District III. This amendment impacts one lot, Lot 97. Veridian Homes has indicated that they made an error when the original Detailed Plan was submitted, and later approved, as the minimum street yard setback in District III is the same (15') as the minimum front yard setback (15'); however, in Districts I and II the minimum street yard setback for corner lots is ten (10) feet. The current 15-foot minimum street yard setback impacts the ability to build the planned twin home (zero lot line single family home) on Lot 97. The proposed amendment to change the minimum street yard setback to 10 feet will permit the twin home to be constructed as planned.

STAFF COMMENTS

This request is considered a minor modification as that term is defined under Sec. 62-67(f) of the Village Code of Ordinances:

(f) Changes or modifications to general or detailed plans and zoning ordinance amendments. Any approved general or detailed plan, together with the related zoning ordinance amendment, may be amended in whole or in part pursuant to the same procedure and subject to the same limitations by which general or detailed plans were approved and the zoning ordinance amended. However, minor modifications may be made by any general or detailed plan upon approval of the Village Plan Commission provided that such modifications shall be in general conformity with the approved general or detailed plan and shall not substantially change the concept of such approved plan. All approved minor modifications shall become a part of the approved general or detailed plan and shall be recorded as provided in Subsection (e) of this Section. The Plan Commission shall decide whether a



proposed amendment is minor or major, with appeals made to the Village Board.

Staff recommends approval of the request as submitted.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

The proposed zoning text amendment is consistent with the 2017 Comprehensive Plan Future Land Use - Neighborhood designation for the subdivision.

ORDINANCE REFERENCE:

Sec. 62-67. - PD Planned Development Districts

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to approve Resolution 2022-27: A resolution to amend the Planned Development District Detailed Plan for Rosewood Fields Subdivision to change the corner lot street yard setback in District III from 15 feet to 10 feet.

ATTACHMENTS:

1. PC 2022-27 Resolution to amend Rosewood Field Corner Lot Side Yard Setback, Lot 97
2. Rosewood Fields Minor PUD Amendment Application_08.09.2022

PLAN COMMISSION RESOLUTION 2022-27

A RESOLUTION TO AMEND THE ROSEWOOD FIELDS PDD-DP PLANNED DEVELOPMENT DISTRICT DETAILED PLAN BY VERIDIAN HOMES TO CHANGE THE STREET YARD SETBACK FOR CORNER LOTS IN DISTRICT III FROM 15 FEET TO 10 FEET.

WHEREAS, on May 26, 2020, the Village Board approved Ordinance 2020-16 to rezone the lands located west of CTH AB and north of the Wisconsin & Southern Railroad, in the Village of McFarland from A1, Agricultural Transition District to the Planned Development District General and Detailed Plan Approved creating the Rosewood Fields subdivision; and,

WHEREAS, the Village has received an application from Veridian Homes (Rosewood Fields Developer) to change the street yard setback for corner lots in District III of the PDD-DP from 15 feet to 10 feet; and,

WHEREAS, the proposed amendment to change the corner lot setbacks in District III affects one lot, Lot 97, of the Rosewood Field Subdivision; and,

WHEREAS, the Plan Commission deems that the proposed amendment is considered a minor amendment as defined under Sec. 62-67(f) of the McFarland Municipal Code of Ordinances.

NOW, THEREFORE, BE IT RESOLVED, by the Plan Commission of the Village of McFarland as follows:

1. The PDD-Detailed Plan is hereby amended to change the street yard setback for corner lots in District III of the Rosewood Fields subdivision from 15 feet to 10 feet.
2. A copy of this resolution and the approved PDD-Detailed Plan shall be recorded in the Office of the Register of Deeds of Dane County at the Developer's expense.

The above and foregoing Resolution was duly adopted by the Plan Commission at a regular meeting held on the 20th day of September, 2022.

[signature page follows]

**VILLAGE OF MCFARLAND
PLAN COMMISSION**

Carolyn Clow,
Village President/Plan Commission Chair

Attest:

Cassandra Suettinger,
Deputy Administrator



Plan Commission Application – 2022

~Application must be completed in full~

Applicant - Owner	Veridian Homes	Applicant's Agent	Vandewalle & Associates
		Name	Brian Munson
Address	6801 South Towne Drive Madison, WI 53713	Address	120 East Lakeside Street Madison, WI 53715
Email	mbrink@veridianhomes.com	Email	bmunson@vandewalle.com
Phone #	608.226.3100	Phone #	608.609.4410
Fax #		Fax #	

Parcel No(s). 0610-024-0976-1

Type of Proposal – Please check boxes below that apply

Requires Public Hearing (Class One)	FEES	Requires Public Hearing (Class Two)	FEES	Public Hearing Not required	FEES
☐ Preliminary Plat	\$500+AF	☐ Conditional Use	\$425+F	☐ Annexation	At cost
☐ Preliminary Plat (reapplication)	\$500+BF	☐ Rezoning (map)	\$475+F	☐ Dev. Agreement Including Addendums	\$400 F
☐ Certified Survey Map	\$300+FG	☒ Zoning Amendment (text)	\$475 +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)

Minor amendment to correct typo in twin home district corner lot setback from 15' to 10', matching the corner lot setback within the single family districts

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 Tuesday of each month, unless otherwise noted below 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)-----	January 18
January 11-----	February 21
February 8-----	March 21
March 8-----	April 18
April 5-----	May 17
May 10-----	June 21
June 7-----	July 19
July 5-----	August 16
August 9-----	September 20
September 6-----	October 18
October 4-----	November 15
November 8-----	December 20 (Pending)
December 6-----	January 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

8/9/22

Date



August 8, 2022

Andrew Bremer
Community & Economic Development Director
5915 Milwaukee Street
McFarland, WI 53558

Re: Rosewood Fields
Minor Amendment

Andrew,

Veridian Homes request a minor amendment under Sec. 62-67(f) of the Village Zoning Code to the adopted PUD:GDP/Detailed Plan for the Rosewood Fields Neighborhood due to the discovery of a typo in the Twin Home District III for the corner lot setback. The corner lot setback within the approved document is listed as 15' while the intent was to have it match the setbacks from the single-family districts at 10'. This adjustment will apply to one lot within the neighborhood (Lot 97) but will make it consistent with all the other corner lots within the project.

Sincerely,

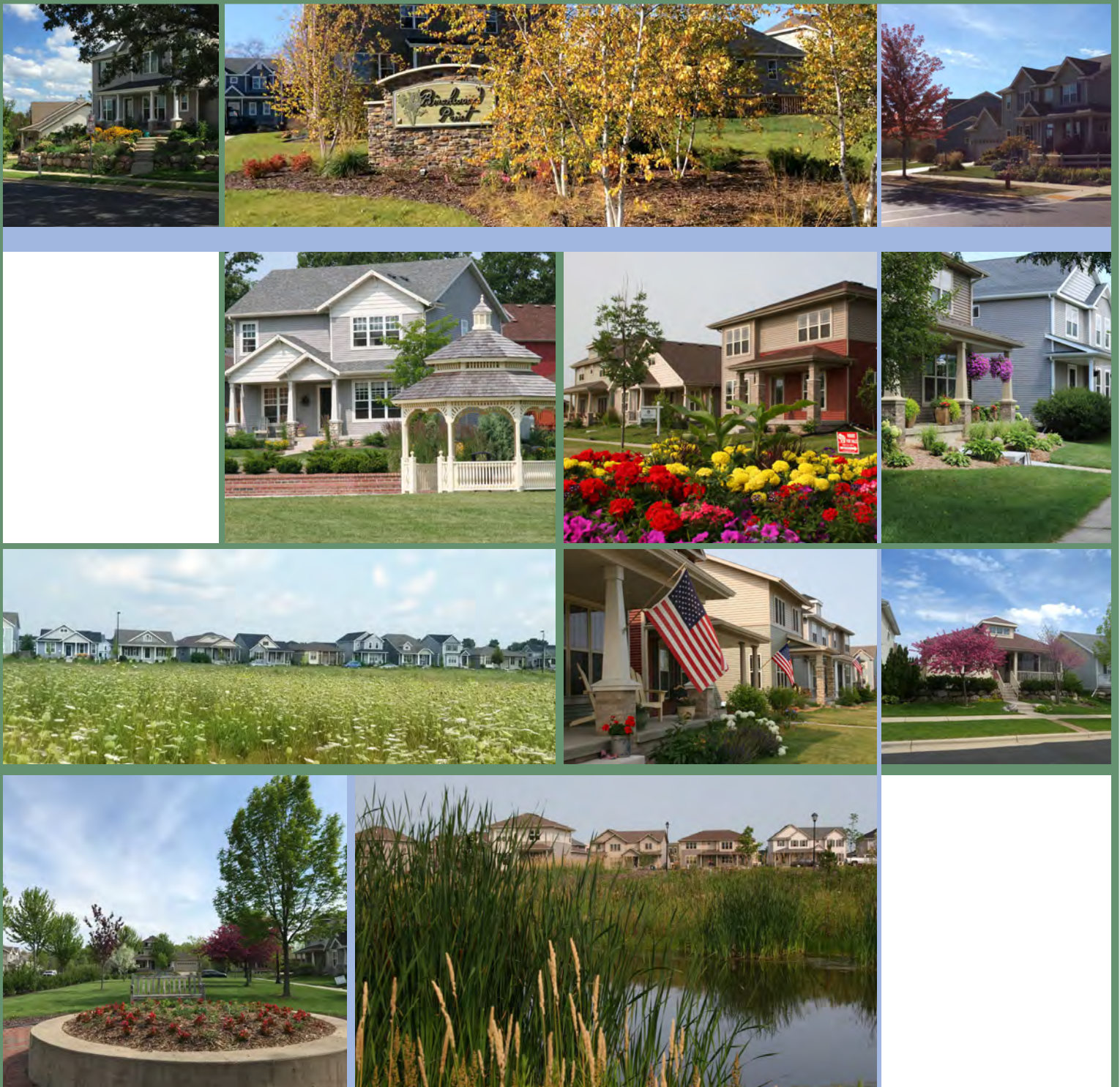
A handwritten signature in black ink, appearing to read "Brian Munson".

Brian Munson
Principal

Cc: Chris Ehlers, Veridian Homes
Matt Brink, Veridian Homes
Dan Day, D'Onofrio Kottke

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www.vandewalle.com

Shaping places, shaping change



ROSEWOOD FIELDS

McFARLAND, WISCONSIN

*PLANNED DEVELOPMENT: GENERAL PLAN/
DETAILED PLAN*

Approved: May 26, 2020
Final Submittal: August 25, 2020



ROSEWOOD FIELDS: DISTRICT III

General Plan/ Detailed Plan:

Twin homes/zero lot line single family

Street facing garage

Flat site

See Exhibit G: Master Plan

Description

This district's homes offer additional diversity and housing choices in a twinhome format. District III twin homes offer paired attached single-family housing with street accessed garages. This district will offer more affordable housing for a range of different home buyers.

Proposed Dwelling Units 10 units

Character Guidelines

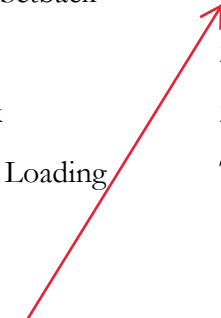
- Balconies, entry bays and front entry porches are recommended to enhance the human scale of the public street façade.
- Porches, stoops, and bays are allowed and encouraged to encroach into the front yard setback to allow for increased porch width and to encourage the inclusion of porches or entry bays onto each house.
- Varied building setbacks are encouraged to create a more organic streetscape in which these are slight variations between buildings along the length of the street.
- As the buildings are moved closer to the street and to each other, special attention should be taken to design details, house details, and landscaping to ensure that the public street façade is of proper pedestrian scale.
- The front entry of each house should be oriented towards the public street frontage.



District III Zoning Text

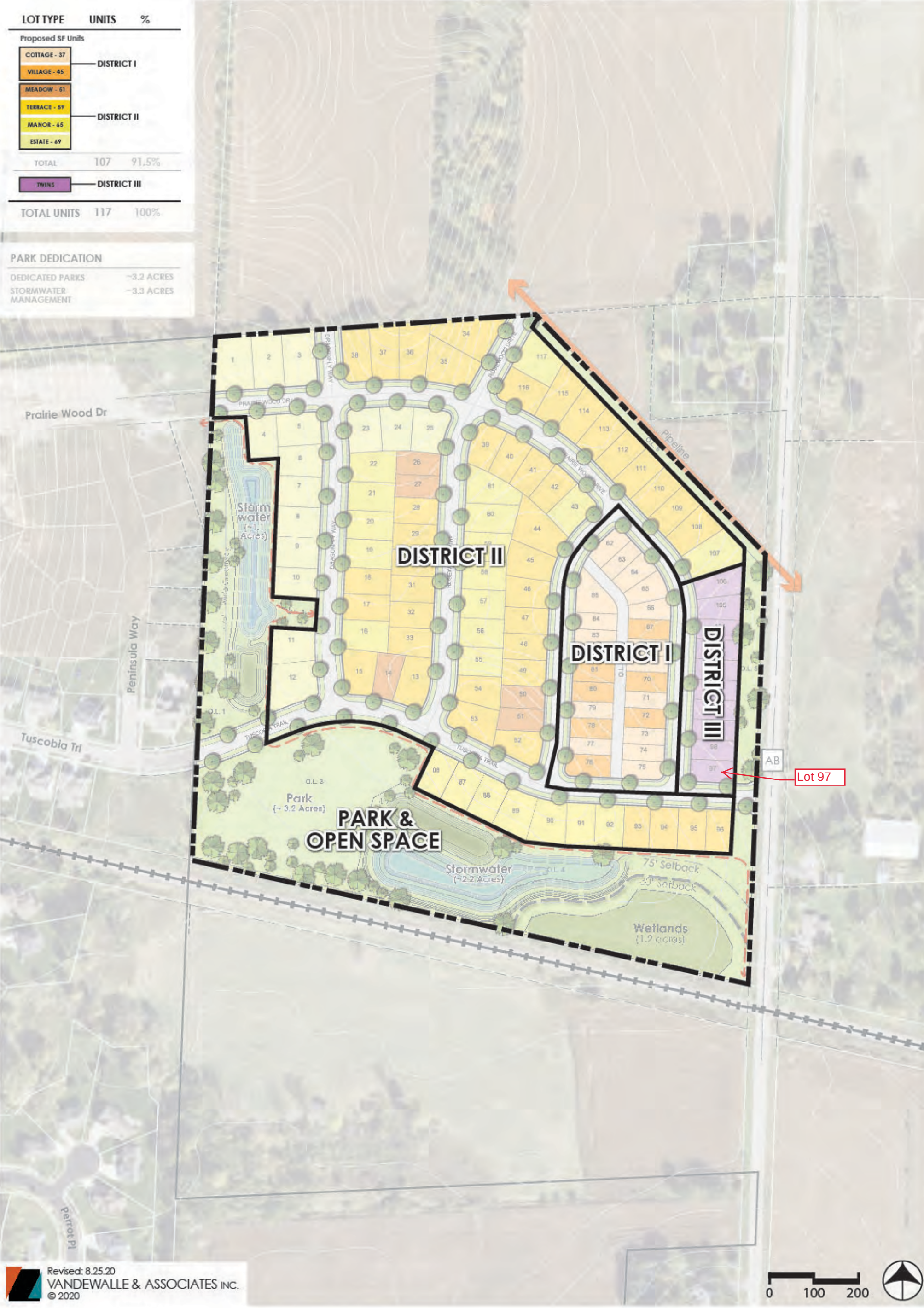
Minimum Lot Area	9,100 feet for combined twin home 4,550 feet for zero lot line home
Minimum Lot Width (at front yard setback)	91 feet for combined twin home building 45.5 feet for zero lot line home
Maximum Building Height	35 feet
Minimum Lot Depth	100 feet
Maximum Number of Units Per Lot	2 units if paired building 1 unit for zero lot line home
Minimum Front Yard Setback	15 feet
Minimum Side Yard Setback	5 feet (exterior building lot line) 0 feet for zero lot line home sites (party wall)
Sum of Side Yard Setback	10 feet minimum (combined building)
Minimum Corner Lot Side Yard Setback	15 feet from the street side right of way
Minimum Rear Yard Setback	20 feet
Minimum Paved Surface Setback	2 feet
Required Off-Street Parking and Loading	Two off-street parking stalls per unit minimum
Usable Open Space	1,000 square feet per unit

Revise to 10 feet



LOT TYPE	UNITS	%
Proposed SF Units		
COITAGE - 37	DISTRICT I	
VILLAGE - 45		
MEADOW - 61		
TERRACE - 59	DISTRICT II	
MANOR - 65		
ESTATE - 69		
TOTAL	107	91.5%
TWINS	DISTRICT III	
TOTAL UNITS	117	100%

PARK DEDICATION		
DEDICATED PARKS	~3.2 ACRES	
STORMWATER MANAGEMENT	~3.3 ACRES	



Revised: 8.25.20
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EXHIBIT H:
 DISTRICT
 PLAN

ROSEWOOD FIELDS
 MCFARLAND, WISCONSIN

