

Tuesday, November 21, 2023

7:00 PM

McFarland Municipal Center
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The public may attend in-person or remotely through 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 for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Commission about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Commission for their consideration. 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.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the October 17, 2023 Plan Commission meeting.

4. PUBLIC HEARINGS.

- a. Public hearing on Ordinance 2023-14: An Ordinance Rezoning Parcel 071035483411 located in the 3400 block of Siggelkow Road from Dane County A-1 Exclusive Agriculture to the Village's A-1 Agriculture Transition district. Rezoning requested by the Village Administrator.

5. BUSINESS.

- a. Discussion and action to make a recommendation to the Village Board regarding Ordinance 2023-14: An Ordinance Rezoning Parcel 071035483411 located in the 3400 block of Siggelkow Road from Dane County A-1 Exclusive Agriculture to the Village's A-1 Agriculture Transition district.

6. SCHEDULE NEXT MEETING DATE.

- a. Joint PC/CDA meeting Tuesday November 21, 2023 @ 7:15 p.m.

b. Joint CDA/ PC meeting Wednesday December 6, 2023 @ 7:00 p.m.

c. Plan Commission Tuesday December 19, 2023 @ 7:00 p.m.

7. 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.

Plan Commission Minutes October 17, 2023, at 7:00 P.M.

Members Present: Carolyn Clow, Stephanie Brassington, Peter Bloechl-Anderson, Austen Conrad, Jill Halverson, Scott Peters

Members Absent: Chris Reynolds

Staff Present: Andrew Bremer, Kong Thao

1. CALL TO ORDER, ROLL CALL

Chair Clow called the meeting to order at 6:45 P.M.

2. PUBLIC APPEARANCES.

None.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the September 19, 2023, Plan Commission meeting.

Clow moved to approve the minutes of the September 19, 2023, Plan Commission meeting. Brassington seconded the motion. Motion carried 6-0.

4. BUSINESS.

- a. Discussion and action on a Site Design Review Permit requested by CHS Petroleum for an approximate 15' x 14'6" building addition at 4103 Triangle Street, McFarland, WI.

Thao provided summary on the item highlighting staff's review guidelines associated with the proposed project. There were no concerns or comments by the Commission members.

Clow motioned to recommend approval of a Site Design Review Permit requested by CHS Petroleum for an approximate 15' x 14'6" building addition at 4103 Triangle Street, McFarland, WI. Motion seconded by Peters. Motions passed 6-0.

5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, October 17, 2023 – Joint Plan Commission /Community Development Authority Meeting at 7:00 p.m.
- b. Tuesday, November 21, 2023 at 7:00 p.m.

6. ADJOURNMENT.

Peters motioned to adjourn, Brassington seconded the motion. Motion carried 6-0.
Meeting adjourned at 6:54 PM.

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, November 21, 2023

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Public hearing on Ordinance 2023-14: An Ordinance Rezoning Parcel 071035483411 located in the 3400 block of Siggelkow Road from Dane County A-1 Exclusive Agriculture to the Village's A-1 Agriculture Transition district. Rezoning requested by the Village Administrator.

PREVIOUS ACTION:

The subject property was annexed to the Village on June 26, 2017. At the time of annexation the property was zoned A-1 Exclusive Agriculture under the Dane County Zoning Code. The zoning of the property has remained unchanged; however, the administration of the zoning has been by the Village since the annexation was approved.

On May 23, 2023 the Village Board approved a lease and sublease agreement with the McFarland School District and Alliant Energy to lease the property under Alliant's Customer Host Renewable Program for an approximate 1.4MW solar farm. The term of the lease is for 20 years with three 5-year extensions. Both the Village and the School District will share the lease revenue and renewable energy credits from the solar farm under the terms of the lease agreement.

ISSUE SUMMARY:

The Village Administrator is requesting a rezone of an approximate 8-acre Village-owned property south of the existing Alliant/WPL Substation located at 3451 Siggelkow Road in preparation for the construction of a future solar energy collection system (solar farm). The property is currently zoned A-1 Exclusive Agriculture (Dane County) zoning. This was the zoning designation of the property when it was annexed to the Village in 2017. The request is to rezone the property to the Village's A-1 Agricultural Transition district. On October 10, 2023, the Village Board approved Ordinance 2023-09: An Ordinance Amending Chapter 62, Zoning Code related to Solar Energy Collection Systems. Within the adopted Ordinance, Solar Energy Collection Systems, Ground mounted (Principle Use), such as a solar farm, is identified as a conditional use in the Village's A-1 Agricultural Transition district. Rezoning of the property to the Village's A-1 district will permit Alliant/WPL to submit a conditional use permit and site design review permit for approval by the Plan Commission prior to commencing construction of the solar farm in 2024. Alliant's general timeline for advancing this project includes:

- Fall/Winter 2023, Alliant will issue an RFP for construction of the solar farm along with other project sites outside of the Village in their pipeline.
- Spring/Summer 2024, Alliant or their contractor will submit a conditional use permit and site design review permit for the proposed solar farm.



- Summer/Fall 2024, Alliant will begin construction of the solar farm pending zoning permit approvals.
- Summer/Fall 2025, Alliant anticipated completion date.

Existing Conditions

The property is an 8-acre vacant parcel previously used as farmland. This property is zoned A-1 Exclusive Agriculture (Dane County). Adjacent to the south is 3435 Siggelkow Road, the Hope Rode & Gun Club. Adjacent to the west is agricultural/open space. The properties to the north, west and south are all zoned A-1 Agricultural Transition. Adjacent to the east is a vacant 60 acre parcel used as farmland. This property is the only adjacent property that is currently zoned A-1 Exclusive Agriculture (Dane County). This property was purchased earlier this year by Interstate Partners LLC with the intent to develop the property as a business park per the Village's East Side Plan. Adjacent to the north is 3341 Storck Rd, a farmland parcel that was included in the annexation in 2017 and maintains Dane County's A-1 Exclusive Agriculture zoning.

Staff Comments

No other comments or concerns were received from the Village Engineer, Public Works Director, Fire Chief, and Police Chief.

Public Comments

The Department did not receive any written comments or concerns prior to the publication of this packet.

FINANCIAL/BUDGET IMPACT:**VILLAGE PLAN REFERENCE:**

Comprehensive Plan, 2017. The Future Land Use Map 6 identifies the location as Institutional and Governmental. The general description of land uses allowed states: *"Buildings and land owned by governmental, educational, religious, and other non-profit organizations intended for public uses, gathering places, membership clubs, or elderly care. Small-scale institutional uses may be located in areas mapped in other future land use categories."* The property maintains ownership under the Village and the future use will serve public entities.

East Side Plan, 2023. The initiative for the proposed rezone is consistent with Chapter 2's Vision, Policies, & Implementation - Action Utility Systems 3. *Work with Wisconsin Power & Light Company to install a small solar farm connected to their substation located on Siggelkow Road.*

ORDINANCE REFERENCE:

Chapter 62, Division 4 - Changes and Amendments to the Zoning Code

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda is presented for public hearing only.

ATTACHMENTS:



1. Parcel 071035483411 PC App_10.10.2023
2. McFarland Future Land Use Map_04.25.2023
3. 2023-14 Rezoning Solar Farm

McFarland

VILLAGE OF
Community & Economic Development

Plan Commission Application – 2023

~Application must be completed in full~

Applicant - Owner	Village of McFarland	Applicant's Agent	Matt Schuenke
		Name	
Address	5915 Milwaukee Street	Address	
Email	matt.schuenke@mcfarland.wi.gov	Email	
Phone #	608-838-3153	Phone #	
Fax #		Fax #	

Parcel No(s). 071035483411

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)

Requesting to rezone property from existing Dane County zoning district A-1 Exclusive Agriculture to Village zoning district A1 Agricultural Transition. Eventual use of property is for a small scale solar energy collection system (solar farm) in collaboration with McFarland School District and Alliant Energy. See attached legal description. Property currently not addressed.

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 2023 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 2023 Meeting date of:

December 6 (2023) -----	January 17
January 10 -----	February 21
February 7 -----	March 21
March 7 -----	April 18
April 4 -----	May 16
May 9 -----	June 20
June 6 -----	July 18
July 5 -----	August 15
August 8 -----	September 19
September 5 -----	October 17
October 10 -----	November 21
November 7 -----	December 19 (Pending)
December 5 -----	January 16, 2024 (Pending)

Applications requiring a public hearing will be scheduled for a hearing according to the schedule above. If there is written or verbal public opposition submitted as part of the public hearing the Plan Commission will postpone action on the application to a subsequent meeting so that concerns can be analyzed. If there is no public opposition and no unresolved issues by Village Staff or Plan Commission members, the Plan Commission may take action on the application at the same meeting as 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 may not be acted on the same night as the Public Hearing.

X



Signature of Applicant/Agent

Date

10/10/2023

Legal Description of the Premises

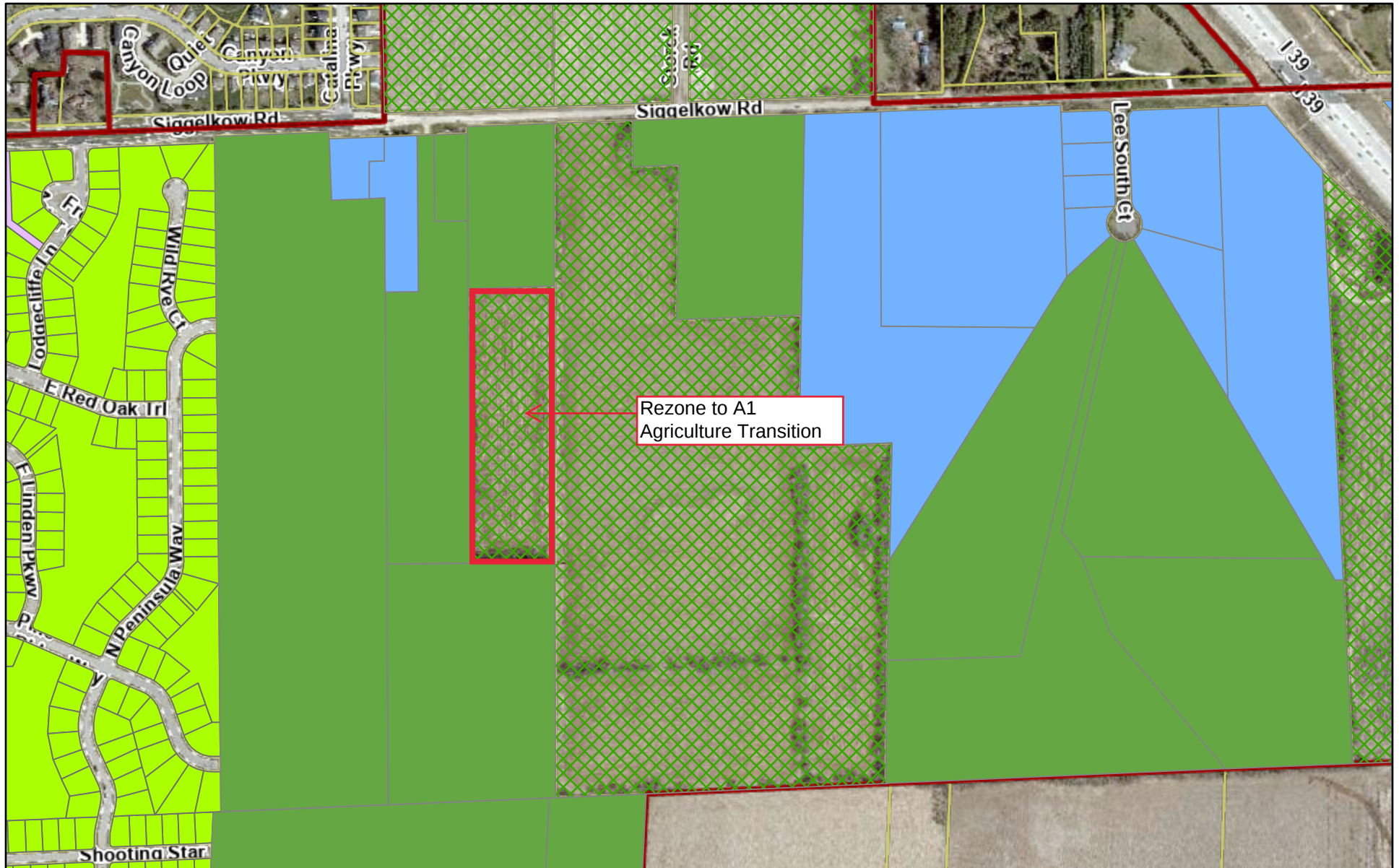
The land is described as follows:

The Land referred to herein below is situated in the County of Dane, State of Wisconsin, and is described as follows:

All that part of the East 1/2 of the Southeast 1/4 of Section Thirty-five (35), Township Seven (7) North, Range Ten (10) East, in the Village of McFarland, Dane County, Wisconsin lying East of an existing fence whose North end is 340.9 feet West of the East 1/4 corner of said Section 35 and whose South end is 327.9 feet West of the Southeast corner of said Section 35, reserving the North 33 feet for road purposes, EXCEPTING lands conveyed in the following:

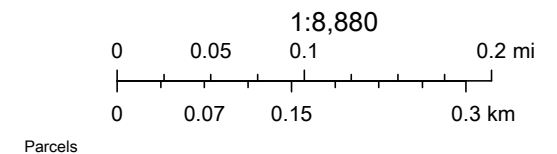
1. Warranty Deed recorded January 31, 1962 in Volume 735 of Deeds, page 596 as Document No. 1041767.
2. Warranty Deed recorded September 17, 1969 in Volume 133 of Records, page 428 as Document No. 1250421.
3. Warranty Deed recorded February 3, 1970 in Volume 157 of Records, page 477 as Document No. 1258407.

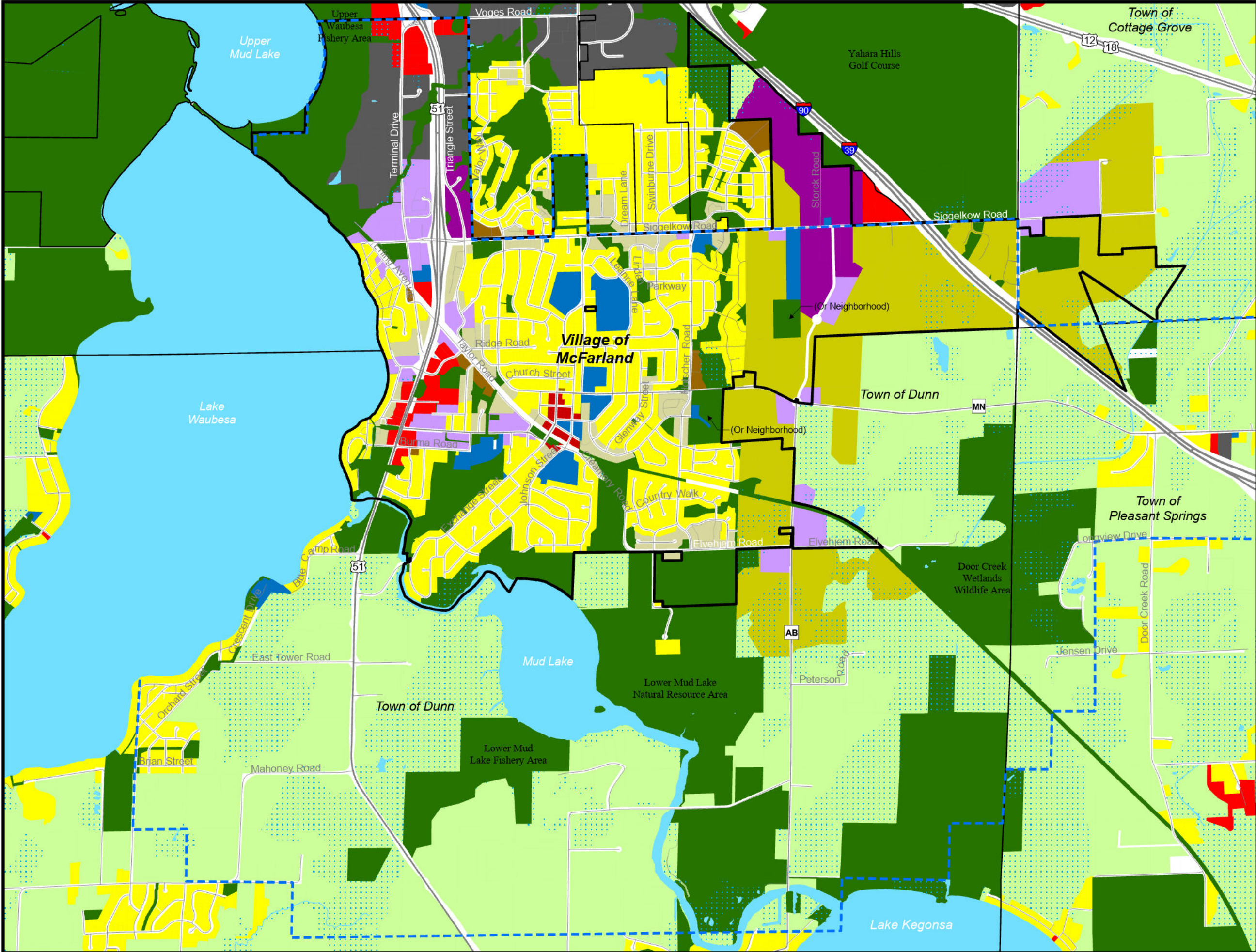
Parcel 071035483411



10/10/2023, 1:08:59 PM

Zoning			Municipalities	
	R-1A Single Family Residence		City	
	A1 Agricultural Transition		Village	
	RH-1 Rural Homes			
	C-G General Commercial			
	A-1 Exclusive Agriculture (Dane County)			





MAP 6

FUTURE LAND USE

COMPREHENSIVE PLAN

Legend

Future Land Use

- Single Family Residential
- Two Family and Townhouse Residential
- Multiple Family Residential
- Neighborhood
- Downtown
- Highway and General Commercial
- Commercial Park
- Industrial
- Mixed Use/Flex Commercial
- Institutional and Governmental
- Public Lands, Recreation, and Environmental Corridor
- Agricultural Preservation
- Urban Reserve
- Rights-of-Way
- Water
- DNR Wetlands and Potential
- Wetland Indicators over Undeveloped Lands

----- Village of McFarland Extraterritorial Jurisdiction Boundary

Village of McFarland Limits (11/2022)

Other Municipal Limits (11/2022)

Shapes on this map represent the Village's vision for future land use within the Village and its extraterritorial jurisdiction. For such lands, this map is not intended to represent existing land use or zoning, or to compel property owners to change the use of their land. For example, owners of agricultural or other rural land may maintain their current land use. Actual boundaries between different future use categories and implementing zoning districts may vary somewhat from representations on this map. This map also identifies the City's Marsh Road Neighborhood Plan west of the Interstate and north of Siggekow Road, and existing land use elsewhere beyond the Village's extraterritorial jurisdiction.

0 500 1,000 2,000
Feet

Date: February 2023

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

N

W

E

S

ORDINANCE 2023-14

AN ORDINANCE TO REZONE PARCEL #0710-354-8341-1 LOCATED IN THE 3400 BLOCK OF SIGGEKLOW ROAD FROM DANE COUNTY A-1 EXCLUSIVE AGRICULTURE TO MCFARLAND A-1 AGRICULTURAL TRANSITION DISTRICT

Purpose: To rezone certain lands on Siggelkow Road to A-1 Agricultural Transition.

Sponsor: Community & Economic Development Director Bremer

Recommended Referral: Plan Commission (Required)

Public Hearing: Required; Preceded by Class 2 Notice

WHEREAS, the lands described under Section 1 of this Ordinance, as shown in Exhibit A, where annexed to the Village of McFarland on June 26, 2017; and

WHEREAS, at the time of annexation the lands were zoned Dane County A-1 Exclusive Agriculture; and

WHEREAS, the Village Administrator has applied to rezone the lands described under Section 1 of this Ordinance from Dane County A-1 Exclusive Agriculture to McFarland A-1 Agricultural Transition; and,

WHEREAS, the purpose of the rezoning is to provide for the eventual use of the property for a Customer Hosted Renewable Energy Solar Farm under a lease agreement with the McFarland School District and Alliant Energy approved by the Village Board on May 23, 2023; and

WHEREAS, the proposed rezoning is consistent with the Village of McFarland Comprehensive Plan, which designates the subject land as Institutional and Governmental; and

WHEREAS, the Plan Commission held a public hearing on the proposed rezone at their November 21, 2023 meeting; and

WHEREAS, the Village Board is willing to grant approval of the request to rezone and the Village Board finds approval thereof is in the public interest;

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

1. Section 62-62(a) of the McFarland Municipal Code and the Official Zoning Map are hereby amended so that the following described real estate is hereby rezoned from the Dane County A-1 Exclusive Agriculture to McFarland A-1 Agricultural Transition:

All that part of the East 1/2 of the Southeast 1/4 of Section Thirty-five (35), Township Seven (7) North, Range Ten (10) East, in the Village of McFarland, Dane County, Wisconsin lying East of an existing fence whose North end is 340.9 feet West of the East 1/4 corner of said Section 35 and whose South end is 327.9 feet West of the Southeast corner of said Section 35, reserving the North 33 feet for road purposes, EXCEPTING lands conveyed in the following:

1. Warranty Deed recorded January 31, 1962 in Volume 735 of Deeds, page 596 as Document No. 1041767.
2. Warranty Deed recorded September 17, 1969 in Volume 133 of Records, page 428 as Document No. 1250421.
3. Warranty Deed recorded February 3, 1970 in Volume 157 of Records, page 477 as Document No. 1258407.

Said parcel contains 359,294 square feet or 8.0 acres more or less.

2. The Zoning Administrator is hereby directed to label these changes on the Official Zoning Map, once the rezoning is effective.

3. This ordinance does not constitute approval of any building construction within any of the property described in the ordinance. No construction of any kind, including earthwork or building construction, is permitted on the parcel described in Section 1 of this ordinance until applicable conditional use permit, site design review, erosion control and building permits are approved by the Village.

The above and foregoing Ordinance was duly adopted at a regular meeting of the Village Board of the Village of McFarland held on the 28th day of November, 2023.

[signature page follows]

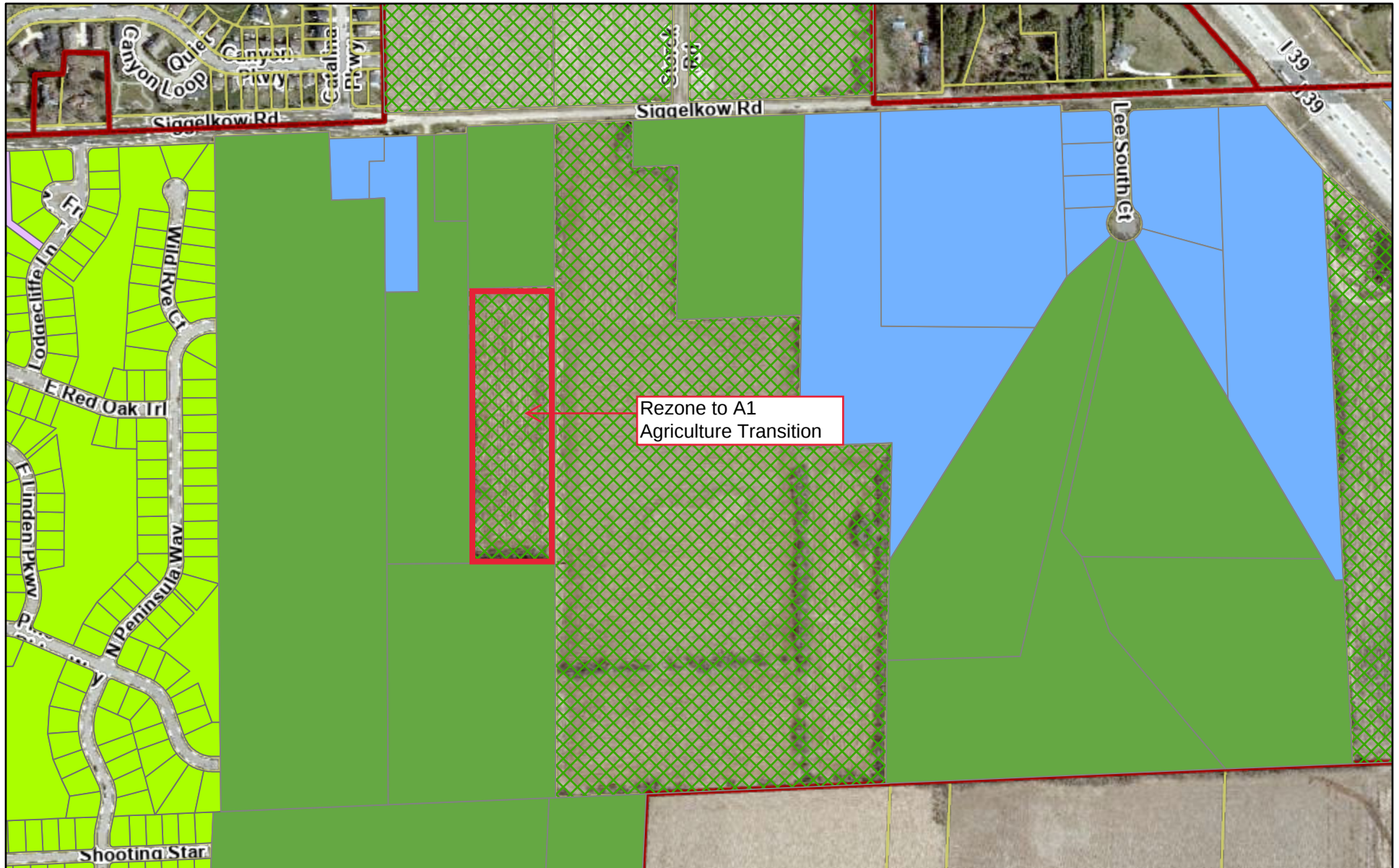
APPROVED:

Carolyn Clow, Village President

ATTEST:

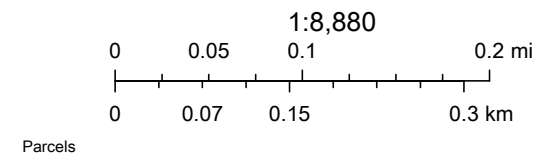
Cassandra Suettinger, Deputy
Administrator/Clerk

ORDINANCE 2023 – 14	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Brandt –	Flaherty -
Brassington –	Jerke –
Clow –	Wreh –
Fessler –	
VOTING RESULTS	
Motion Carried	
Motion Defeated:	



10/10/2023, 1:08:59 PM

Zoning		Municipalities	
 R-1A Single Family Residence	 C-G General Commercial	 City	
 A1 Agricultural Transition	 A-1 Exclusive Agriculture (Dane County)	 Village	
 RH-1 Rural Homes			



**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Tuesday, November 21, 2023

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding Ordinance 2023-14: An Ordinance Rezoning Parcel 071035483411 located in the 3400 block of Siggelkow Road from Dane County A-1 Exclusive Agriculture to the Village's A-1 Agriculture Transition district.

PREVIOUS ACTION:

ISSUE SUMMARY:

Information regarding this agenda item is found under Agenda Item 4a.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion, second, to recommend approval of Ordinance 2023-14 to the Village Board.

ATTACHMENTS:

None