

Tuesday, May 21, 2024

7:00 PM

McFarland Municipal Center
5915 Milwaukee St, McFarland
Community Room

AGENDA

The public may attend in-person or remotely through the Zoom webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/84087260504>

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

Webinar ID: 840 8726 0504

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 April 16, 2024, Plan Commission meeting.

4. BUSINESS.

- a. Discussion on a pre-application development concept for a potential 12-unit, multifamily residential project, submitted by Tom Gunderson and Clayton McDonough located at 4719 Burma Road.
- b. Discussion regarding creation of Tax Increment District #7.
- c. Discussion regarding creation of Tax Increment District #6.
- d. Discussion regarding an allocation amendment of Tax Increment District #3 to Tax Increment District #5 and #6.

5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, June 18th, 2024 at 7:00PM - Regular Meeting

- b. Thursday, June 20th, 2024 at 7:00PM - Joint Plan Commission/Community Development Authority Meeting

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.

Plan Commission Minutes April 16, 2024, at 7:00 P.M.

Members Present: Carolyn Clow, Stephanie Brassington, Chris Reynolds, Austen Conrad, Scott Peters

Members Absent: Jill Halverson, Peter Bloechl-Anderson

Staff Present: Andrew Bremer, Kong Thao

1. CALL TO ORDER, ROLL CALL

Chair Clow called the meeting to order at 7:00 P.M.

2. PUBLIC APPEARANCES.

None.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the February 20, 2024, Plan Commission meeting.

Clow moved to approve the minutes of the February 20, 2024, Plan Commission meeting. Brassington seconded the motion. Motion carried 5-0.

- b. Motion to approve the minutes of the March 19, 2024, Joint Plan Commission & Community Development Authority Meeting.

Clow moved to approve the minutes of the March 19, 2024, Joint Plan Commission & Community Development Authority Meeting. Brassington seconded the motion. Motion carried 5-0.

4. BUSINESS.

- a. Discussion and recommendation to the Village Board on a request by Veridian Homes Rosewood Fields, LLC for approval of Amendment No. 2 to the Rosewood Fields Development Agreement Phase 3 construction.

Thao provided summary on the agenda item, recalling the associated approved addendums. Tom Wordell, D'Onofrio, Kottke, provided a summary of phase three's activities and the previous phases of construction. Reynolds asked about the clarification of Twins synonymous with duplexes, Wordell confirmed this.

Clow motioned to recommend to the Village Board approval of Amendment No. 2 to the Rosewood Fields Development Agreement for Phase 3 construction. Conrad seconded. Motion carried 5-0.

- b. Discussion and action on a request for a one-year extension for a Site Design Review permit for Flint Hills Resources Pint Bend, LLC, for the addition of a fire pump building located at 4405 Terminal Drive.

Thao provided summary on the previous approval of the site design review permit on May 16, 2023 and highlighted the main points of the project's improvements, with a letter of extension requested. Bremer clarified the Village Code regarding extension of previously approved site design review permits where the applicant hasn't begun construction within one year of approval.

Clow motioned to approve the request by Flint Hills Resources Pine Bend, LLC for a one-year extension for the Site Design Review Permit approved on May 16, 2023, for the addition of a fire pump building located at 4405 Terminal Drive, with the following conditions of approval:

1. The construction of the new driveway to the fire pump building shall use an asphalt surface consistent with the existing asphalt driveway.
2. The new building shall include decorative masonry materials along the full face of the building's front and side walls similar in height from the ground, materials, and colors with the design of similar finished street facing buildings on the property.

Peters seconded the motion. Motion carried 5-0.

- c. Discussion regarding a preapplication concept plan for potential improvements to 5923 Exchange Street, McFarland, House Café.

Bremer provided summary on the agenda item, highlighting key improvements in Phase 1 and 2 of the proposed project. Bremer commented that this is a preapplication meeting and the agenda item was previously discussed at the Landmarks Commission meeting on April 8, 2024. Bremer highlighted Phase 1's improvements to convert the existing apartment units into a hotel while adding an addition (bump out) on the building's north side. Bremer stated the hotel use will require a conditional use permit or rezone to Planned Development Infill depending on future phases and activity. Bremer also highlighted a historical photograph of the bump out to the commission members as reference for the proposed project. Bremer summarized Phase 2's improvements for a new two-story mixed use building with five residential units and four ground floor commercial spaces. Phase 2 will raze the existing ice cream shop building and

the proposed building will be built in similar design and color to the McFarland House.

Sean O'Hearn, 5205 Linden Parkway, is the owner of the property and operates the McFarland Café at this location. O'Hearn commented on the benefit this project will have towards the continued use and expansion of his current businesses while maximizing use of the property's space. O'Hearn's comments on Phase 1 activities included: the conditions of the decks, rational for additional kitchen space, improved working environment, improved workflow, and use as a hotel. O'Hearn commented on the added value the project will give to the downtown area which looks to add both commercial space and residential options. O'Hearn's comments on Phase 2's improvements included use of the additional space, proposed commercial likely to go in, and benefits to the Village's downtown area. O'Hearn stated feedback from this would help guide the project in the right direction combining what he envisioned with the Commission's comments.

Peters affirms the direction and vision of the project adding to the intent for downtown improvements from recent survey responses which also fits the desired character of the community. Clow inquired on affordability of commercial units. O'Hearn indicated he would like to keep lease rates at the lower end and the benefits of the additional businesses and hotel will likely add more revenue to support lower lease rates. Bremer provided clarification on zoning details, stormwater management of the site, and zoning opportunities. There is no set timeline for submission of these applications by O'Hearn but he indicated a desire to complete Phase 1 improvements later in the Fall of 2024.

- d. Discussion and action to make a recommendation to the Village Board regarding a preferred concept plan for improvements to proposed WisDOT roundabouts at Siggelkow Road and USH 51 ramps.

Bremer provided summary on the agenda item, highlighting previous meeting decisions concerning the topic, related completed roundabouts in other communities, communication with DOT staff, and project timeline. The Commission discussed the design details of the roundabout improvements, location of future roundabouts in the Village, speed approach/exit, and pedestrian walkways.

Clow motioned to recommend to the Village Board approval of the Welcome M roundabout design concept with dark grey colored concrete in the splintered islands/medians, one Welcome M and to the green pedestrian crosswalks. Brassington seconded the motion. Motion carried 5-0.

5. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, May 21, 2024, at 7:00 PM

6. ADJOURNMENT.

Brassington motioned to adjourn; Reynolds seconded the motion. Motion carried 5-0. Meeting adjourned at 8:13 P.M.

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Tuesday, May 21, 2024

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion on a pre-application development concept for a potential 12-unit, multifamily residential project, submitted by Tom Gunderson and Clayton McDonough located at 4719 Burma Road.

PREVIOUS ACTION:

ISSUE SUMMARY:

Tom Gunderson and Clayton McDonough (developers) have requested to appear before the Plan Commission for a voluntary pre-application meeting to discuss a preliminary concept for a 12-unit multifamily residential building located at 4719 Burma Road. The property has been listed for sale for two months and the developers have obtained an option to purchase.

Purpose of a Pre-application Meeting

This is a pre-application meeting for discussion only. No official permit application has been submitted to the Village and no permit approval action will be taken at the meeting. Pre-application meetings are voluntary and provide an opportunity for the developer to share their initial concept plans for a property to receive non-binding feedback from the Plan Commission and interested residents. Pre-application meetings are encouraged within the Village's Comprehensive Plan (Figure 4.2) and within the Village's Zoning Ordinance. The Department provided notice of the pre-application meeting to all property owners within 500 feet of the property. The pre-application meeting provides an opportunity for the Plan Commission to ask questions of the development team and to provide non-binding feedback regarding the proposed use of the property, permitting requirements, conceptual site and building designs including parking and vehicle circulation, pedestrian and bicycle amenities, site amenities, stormwater management, erosion control, sewer and water utilities, building orientation, building massing, building setbacks, building materials, lighting, and landscaping. Per Sec. 62-67(c), the Plan Commission is under no obligation to give a response to such submittals at the same meeting as they are presented. The Plan Commission is entitled to seek outside assistance and sources of critique. No responses by the Plan Commission or by individual Plan Commissioners shall bind the Plan Commission or the Village unless the response is on behalf of the Plan Commission, is in writing and is expressed as a binding response.

Proposed Development Characteristics

The concept includes two apartment buildings, with the north building including four three-bedroom units and the south building including eight two-bedroom units. Each building is two stories with all units having a separate ground floor entry and no common interior hallways.



Each three-bedroom unit includes two garage spaces and two apron spaces for parking. Each two-bedroom unit includes a single garage space and a single apron space for parking. The concept includes an additional six parking stalls on the property. The concept includes three stormwater retentions basins on the property, one located along the west lot line, another adjacent to the east of the south building and the last one adjacent to the east of the north building. Location and sizes of stormwater areas are preliminary. A 6-foot high privacy fence is proposed along a portion of the western side lot line to screen vehicle headlights to adjacent single family homes. The concept includes a proposed parkland dedication of approximately 6,500 square feet located at the northeast corner of the lot. The conceptual park location will attempt to preserve existing mature trees in that location, as determined during final site design if the project progresses. The proposed net density (less the parkland dedication) is 8.3 dwelling units per acre, with 3.2 parking stalls per unit, and a lot coverage of approximately 33%.

Existing Property & Neighborhood Conditions

- Property Size: 1.6 Acres
- Current Use: Single Family Residence
- Adjacent Uses: North (8-unit, two-story apartments), West/East (single family homes), South (single family & Indian Mound Conservancy)
- Comprehensive Plan Future Land Use Designation: Single Family Residential
- Adjacent FLU Designations: North (Mixed-Use/Flex Commercial, West/East (Single Family Residence), South (Single Family & Public Lands)
- Current Zoning: R-1 Single Family Residence
- Adjacent Zoning: North (R-3 General Residence), West/East (R-1 Singly Family Residence), South (R-1 & CO Conservancy)
- Natural Features: The property includes tall trees along the west, east and south lot lines and includes some topographical challenges along the same sides with a peak elevation of 880 feet to the southeast corner and a low elevation of 859 feet to the northwest.
- Neighborhood Density, Building Heights, Lot Coverage:
 - 4707 Burma (Indian Mound Condominium): 7 dwelling units, ~10.2 DU/AC, 1-2 stories with pitched roofs, ~28% lot coverage
 - 4716-4802 Burma: five 8-unit buildings, ~21.6 DU/AC, 2-story buildings with pitched roofs, ~50% lot coverage, 1.5 off-street parking stalls per unit.
 - 4810-4914 Burma: five duplex buildings, ~5.8 DU/AC, 1-story buildings with pitched roofs, ~13-28% lot coverage.
 - 6101-6105 Indian Mound: three single family homes, ~4.3 DU/AC, 1-story buildings with pitched roofs, ~30% lot coverage.

Comprehensive Plan Review - Description of Current and Requested Future Land Use Designations

The Village Comprehensive Plan identifies the property for future Single Family Residential use. Figure 4.1 of the plan (page 34) provides the following General Description of this category: *Predominantly single family detached homes, generally in "subdivision" settings. May include limited two family residences where compatible with a predominantly single family*



environment. Figure 4.1 lists Typical Implementing Zoning Districts to include R-1, R-1A, and R-1B Residence Districts and R-2 Single-and Two-Family Residence (more limited) and CO Conservancy for parks, stormwater and other open areas. The comprehensive plan includes the following General Description of the Multiple Family Residential category: *A range of housing types, including multiple family residences (e.g., condominiums, apartments, multiplexes), including independent elderly housing. May also include single family residences. Served by public sanitary sewer and water systems.* Figure 4.1 lists Typical Implementing Zoning Districts to include R-3 General Residence, R-E Elderly Residence, PD Planned Development, and PD-I Planned Development Infill. The use as proposed would be more appropriate under the Multiple Family Residential future land use category. As such, if this development proposal progresses, the developers will need to submit an official application to amend the Village's Comprehensive Plan Future Land Use Map from Single Family Residential to Multiple Family Residential before proceeding with further zoning permits.

What the Comprehensive Plan Regulates and Doesn't Regulate

The descriptions provided in Figure 4.1 for both the Single Family Residential and the Multiple Family Residential categories, do not directly address maximum dwelling units, or dwelling units per acre. The allowable number of units, or density, is determined by the approved zoning district for a property. For example, the Village's R-3 zoning district permits by right a maximum density of 8 dwelling units per acre, and 15 units per acre with a conditional use. For Planned Development districts, the density is determined on a case-by-case basis as approved by the Village Board, based on a recommendation from the Plan Commission.

The descriptions in Figure 4.1 also do not address building height, which is also regulated by zoning. The Zoning Code permits a maximum building height of 35 feet, unless a taller height is approved through a Planned Development District. Building height is measured from grade to the top of a flat roof or the mid-point between eaves and ridges of a hip roof. The descriptions in Figure 4.1 also do not dictate whether developments are owner-occupied or renter-occupied and this is not something the Village typically would directly stipulate.

Comprehensive Plan Review - Figure 4.1

Figure 4-1, Future Land Use Categories and Policies, provides the following development policies for the Multiple Family Residential category. Staff comments on the proposed conceptual development are included.

1. *Disperse higher-density residential uses through the Village, rather than high concentrations in a few areas.* The property is located within 1,000 feet of USH 51. The policies of the Comprehensive Plan envision more intensive development along USH 51, which is then stepped back the further you head east, transitioning from highway commercial, to mixed use, to multi-family development, and then single family development. The proposed development follows this land use pattern while proposing densities that while higher than the adjacent single family homes are lower than existing multiple family developments along Burma Road.
2. *Encourage design of multiple family developments to relate to public streets and integrate with the fabric of the surrounding neighborhood, rather than being designed as isolated enclaves or with large parking lot dominance.* The developer's concept includes



two multifamily buildings, with the four-unit building along the street frontage, similar in size to the 8-unit buildings across Burma Road, while minimizing the view of the larger 8-unit building in the rear yard. The garages for the 4-unit building are behind the building, and most of the garages for the 8-unit building are screened from view from Burma Road by the 4-unit building. The apartments across the street do not have garages but include off-street parking in the side and rear yards similar to the developer's proposal. The proposed setback for the 4-unit building is similar to the front setback distances of the 8-unit buildings. Building setbacks on the south side of Burma range from 25 feet (corner of Burma/Indian Mound) to 100 feet (adjacent east single family home). Given this range, consideration could be given to moving the proposed development closure to Burma Road to avoid the need for retaining walls or substantial cut on the south side of the lot closer to Indian Mound Conservancy. Given the proximity to the conservancy, staff recommends the developer hire an independent professional to complete an archaeological review of the property as part of any future Site Design Review Permit. Consideration should be given to adding sidewalk along the property. There is currently sidewalk on the north side of Burma but not the south side.

In addition, a mid-block crosswalk with traffic calming or pedestrian warning signs/signals should be considered to improve safety to the proposed parkland.

3. *Hold new multiple family housing to similar standards for quality and livability expected of single-family housing. These standards include high-quality building materials, architectural variation and interest, durable and lasting finish materials (inside and out), garage or under building parking, and responsible management.* A comprehensive plan amendment submittal is not required to include a detailed architectural building plan.

The applicant's submittal includes example images of the proposed building exteriors from a similar development in the Town of Blooming Grove that the developer completed. From the example images, both buildings include a base foundation of brick and siding (type of siding e.g. vinyl or engineer wood is not known at this time). The apartments across the street have 100% masonry siding. Adjacent single family homes on Indian Mound are similar to the proposed design (base masonry combined with vinyl siding). Other duplexes and single family homes on Burma include a mix of 100% vinyl siding, and some mixed masonry and vinyl siding. Based on the images submitted, it isn't clear whether the street facing facade of the 4-unit building would include the same base masonry material, but staff would advise the use of that around all four sides of the 4-unit building, while the use of base masonry could be limited to the north facing facade of the 8-unit building.

4. *Monitor areas of aging multiple family housing so that they are community assets. Work with owners and property managers to address problems, and direct them to County and State programs and local lenders.* This development policy is not applicable for new development requests.
5. *Pursue residential infill opportunities where feasible, applying standards and approaches in Figure 4-2.* See below for Staff review of Figure 4-2.

Comprehensive Plan Review - Figure 4.2

Figure 4.2 of the plan (page 44) includes a suggested approach and standards for infill development and redevelopment in such settings. It also includes and illustrates several urban



design principles appropriate to some of these settings. Figure 4.2 includes 12 guiding design principles and procedural standards for infill redevelopment, noting that all 12 may not be applicable to all development sites. It's worth noting that the *Neighborhood Infill Example* shown in Figure 4.2 is a representation of 4719 Burma Road. However, the conceptual development layout is intended only to highlight the design principles and not be used as the recommended design for this property as it doesn't account for the site topography for required setbacks. Based on Staff's review, the following design principles A, B, C, D, F, G, I and J appear to be satisfactory, while E, H and L are not applicable. From the remaining design principles, staff comments are provided for the concept project.

F. Keep it green. A pre-application submittal is not required to include a detailed landscaping plan, this will be required as part of any future site design review permit. If R-3 is the approved zoning, the landscaping plan will need to meet or exceed the minimum landscaping points required for the R-3 General Residence District. Staff also recommends the development team identify any existing trees on the property that may be impacted by the development project and other existing mature trees that would be removed during construction, particularly in the area in and adjacent to the proposed parkland dedication where there are several mature Oaks and other trees.

K. Details matter. This design principle cannot be determined at this time. A dumpster will be required for this development. The location and design of a trash enclosure should be included in future design concepts. The proposed location of a central post office box should also be shown in future design concepts.

Other Staff Comments

- The Village Fire Chief initial comments included ensuring fire apparatus access to maintain 150' hose pull distance.
- If this development proposal advances, the Park Superintendent and C&ED Director are encouraging the inclusion of the parkland dedication. While neither the 2019 Outdoor Recreation & Open Space Plan or the 2017 Comprehensive Land Use Plan identify this property for a future public park, staff believes a parkland dedication maybe warranted as this portion of the Village does not have convenient access to any playgrounds. The closest playground is in Babcock Park which requires crossing USH 51, noting there is no control intersection at Burma/USH 51. While the neighborhood does have access to trails and open space within Indian Mound Conservancy, this is only for passive uses. The proposed 6,500 square parkland dedication would be similar in size to Discovery Park in front of the Library and serve as a similar classified "Tot Lot". The location of the park dedication is in the same area as an existing oversized garage. The garage is approximately 80 feet from Burma Road on a level pad that would be convenient for reuse as a playground area. The driveway to the garage is located on the east property line and could be used for access to the playground. There are overhead utility lines above the garage that the developer would need to relocate/bury as part of the property development.
- No additional comments or concerns from the Village Public Works Director, Police Chief, and Village Engineer at this time.



Public Comments

The department received one written comment prior to the publication as included in the packet.

Additional Permit Requirements & Next Steps

After the pre-application meeting, the developer will decide whether they want to submit official permit applications, further refine the concept in some manner for continued discussion, or drop the project entirely. Per the recommendations in Figure 4.2 of the Comprehensive Plan, staff recommends the applicant engage with the surrounding residents to obtain additional input related to the design concept and any future revision/alternative designs addressing feedback from the pre-application meeting. These types of meetings are voluntary.

If the proposed concept progresses further, the following official zoning applications will be required:

1. **Comprehensive Plan Amendment.** The developer will be required to petition the Village to amend the Comprehensive Plan Future Land Use Map to change the designation for the development site from Single Family Residential to Multiple Family Residential. The comprehensive plan amendment will require a public hearing by the Plan Commission, recommendation to the Village Board, and approval by the Village Board.
2. **Rezoning (Zoning Map Amendment).** The developer will be required to petition the Village to rezone the property from R-1 Single Family Residence to R-3 General Residence. The rezone petition will require a public hearing by the Plan Commission, recommendation to the Village Board, and approval by the Village Board.
3. **Conditional Use Permit.** Within the R-3 zoning district, any density exceeding 8 dwelling unit per acre, but no more than 15 dwelling units per acre, will require approval of a conditional use permit from the Plan Commission. The CUP will require a public hearing.
4. **Site Design Review Permit.** A site design review permit will be required for any development of residential projects consisting of three or more dwelling units. This permit is reviewed and approved by the Plan Commission.
5. **Certified Survey Map.** The proposed parkland dedication will require approval of a CSM by the Plan Commission. The CSM will require a public hearing. In addition, prior review of the proposed parkland dedication by the Park & Recreation Committee is advised.

Summary of Staff Items for Consideration

The following is a high-level summary of some of the staff comments, some of which may be best addressed during review of a Site Design Review Permit if the project advances, but are advisable to discuss early in the conceptual planning stages.

- Acceptability of proposed use and design within neighborhood fabric.
- Proposed building setbacks, design and materials of north facing facade of 4-unit building.
- Desire for proposed parkland dedication.



- Inclusion of sidewalks and mid-block crosswalk improvements.
- Addressing trash enclosures and central post office boxes.
- Survey of mature trees near property line and proposed park.
- Future archaeological site survey.
- Fire truck access.

FINANCIAL/BUDGET IMPACT:

The developers will be responsible for the costs to develop the property. The following includes an estimate of applicable impact fees, less the proposed parkland dedication and credit for the existing single family unit to be razed. These fees do not include standard building permit fees.

- Park Dedication Requirement $1,463 \text{ SF} \times 11 = 16,093 \text{ SF}$
- Park Land Dedication Proposed 6,000 SF
- Balance of Park Land Dedication $16,093 - 6000 = 10,093 \text{ SF} / 16,093 \text{ SF} = 62.72\%$
- Park Land Impact Fee $\$3,276.52 \times 11 \times 62.72\% = \$22,605.37$

- Park Land Impact Fee (with partial land dedication) \$22,605.37
- Park Improvement Fee $\$2,124.95 \times 11 = \$23,374.45$
- Water Well...not sure what the meter size would be assuming $1 \frac{1}{2} = \$5,585.00$
- Water Tower...not sure what the meter size would be assuming $1 \frac{1}{2} = \$1,865.00$
- Library Impact Fee $\$431 \times 11 = \$4,741.00$
- Public Safety Center Fee $\$1,673 \times 11 = \$18,403.00$
- Total Impact Fees (not including other building permit fees) = \$76,573.82

VILLAGE PLAN REFERENCE:

[Comprehensive Plan, 2017](#)

Chapter 4 Land Use, pages 29-43 provide relevant goals, objectives, policies, and initiatives. Objective #2 states *"Guide development for an efficient land use pattern."* Policy #3, *"Plan for a land use pattern that enhances economic opportunities and quality of life, and that complements the plans of neighboring communities, Dane County, and the Capital Area Regional Planning Commission (CARPC)."* Policy #5 *"Actively promote infill development and redevelopment where opportunities present themselves, particularly for underutilized properties along Terminal and Triangle Drive, Highway 51, Farwell Street, and the downtown area."* Initiative #3 states *"provide for compatible reinvestment along Lake Waubesa and in residential areas. The Village encourages redevelopment that weaves new uses skillfully into the existing fabric, strengthening neighborhoods and the Village's economic health while minimizing negative impacts."* The plan states the Village will *"consider community-sensitive infill development including on larger parcels on mainly residential sites that have been passed over for development."*

Chapter 6 Housing and Neighborhood Policies, pages 61-62, provides other relevant goals, objectives, policies, and initiatives. Objective #1 states *"expand the range of quality and*



affordable housing choices for empty nesters, seniors, and the McFarland workforce, while remaining a family-oriented community". Objective #2 states "design and support neighborhoods that are welcoming, attractive, safe, and bike and pedestrian oriented." Initiatives #3 states..."promote infill development where appropriate." Policy #1 states, "encourage a supply of vacant lots, homes for sale, and developable land for housing in order to maintain a vibrant housing market and enhance affordability." Policy #2 states, "guide new Village housing to planned neighborhoods and mixed use areas with convenient access to commercial and recreational facilities, transportation, schools, shopping, services, and jobs". Policy #3 states, "integrate two and multiple family developments into the fabric of neighborhoods and the community, rather than isolating and concentrating them". Policy #4 states "allow higher-end multiple family housing for McFarland's workforce and elderly, including owner-occupied options at lower price points than possible for single family housing."

[Housing Needs Assessment, 2023](#)

This plan identified a shortage of renter-occupied housing units in the Village, including market rate apartments. The proposed concept includes 12 new units, ranging from two- to three-bedroom units. The Housing Needs Assessment provides low and high projections on rental housing demand by 2030 based on 2020 data. Population projections and target vacancy rate for low projections show the total rental units needed by 2030 is 117, or approximately 15 net new units constructed per year. For high projections, a total of 293 rental units is needed by 2030, or approximately 37 net new units constructed per year. The plan calculates a 0.0% vacancy rate between rental and owner-occupied units. This would indicate that there is a high demand for additional housing opportunity for both rental and owner-occupied units. Typically, a 1-2% vacancy rate would indicate a healthy range. The plan also identified an under supply of rental units at 80% or more of the County median income. Housing Goal #1 (page 67) states *"increase the supply of ownership and rental units."* The concepts within Housing Goal #3, create healthy neighborhoods is also applicable including *"varied housing types, size and price points, including both owner- and renter-occupied units. This enables more people to stay in the neighborhood through shifting housing needs, and it limits future instability due to changes in the housing market."*

[Dane County Regional Housing Strategy](#)

From September 2022 to August 2023, an 80-erson Housing Advisory Committee (HAC), including representatives from McFarland, joined together through a strategic planning process to create the Dane County Regional Housing Strategy (RHS). The RHS Action Plan identified five housing priorities to guide future efforts around housing:

1. Increase the number of housing units attainable to low-income and moderate-income households.
2. Increase the overall number of housing units.
3. Provide housing, resources and protections for the most vulnerable populations.
4. Rehabilitate and preserve affordability of existing housing.
5. Provide more pathways to homeownership.

[Capital Area Regional Planning Commission, 2050 Regional Development Framework, 2022](#)



The 2050 Regional Development Framework is a nonbinding regional advisory land use guide for the Dane County region. This plan 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 area.

These six strategies are designed to address the regions top priorities including reducing greenhouse gas emissions and foster community climate resilience; increase access to jobs, housing and services for all people; and conserve farmland, water resources, natural areas, and fiscal resources.

ORDINANCE REFERENCE:

Sec. 2-313(a) The Village Comprehensive Plan
Sec. 56-39 Certified Survey Maps
Sec. 62-70, R-3 Bulk Requirements
Subdivision IV, Vision Clearance, Parking and Loading Facilities, Screening
Sec. 62-310, Site/Design Review
Division 62-II-4, Changes and Amendments to the Zoning Code
Appendix B, Landscaping Standards

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda item is for discussion only.

ATTACHMENTS:

1. 4719 Burma Road Preliminary Concept_04.30.2024
2. 4719 Burma Zoning Map
3. 4719 Burma Topo Map
4. McFarland Future Land Use Map_04.25.2023
5. McFarland Comp Plan Figure 4.1
6. McFarland Comp Plan Figure 4.2
7. Brussock Ltr_4719 Burma_05.07.24

May 2, 2024

Village of McFarland

**COURTESY NOTICE TO
INTERESTED RESIDENTS
OF PLAN COMMISSION MEETING**

NOTICE IS HEREBY GIVEN that there will be a meeting of the Plan Commission on **Tuesday, May 21, 2024 at 7:00 p.m.** in the Community Room of the McFarland Municipal Center, McFarland, Wisconsin, for a pre-application discussion of a conceptual site plan submitted by Tom Gunderson, Jr. and Clayton McDonough for a potential 12-unit, multi-family residential project at 4719 Burma Road, McFarland, WI.

This is a pre-application meeting for discussion only, no official permit application has been submitted to the Village and no permit approval action will be taken at the meeting. Pre-application meetings are voluntary and provide an opportunity for the developer to share their initial concept plans for a property to receive non-binding feedback prior to the developer's completion and submittal of any official planning and zoning applications required for the development. Enclosed is a copy of the developer's conceptual site plan and building elevations.

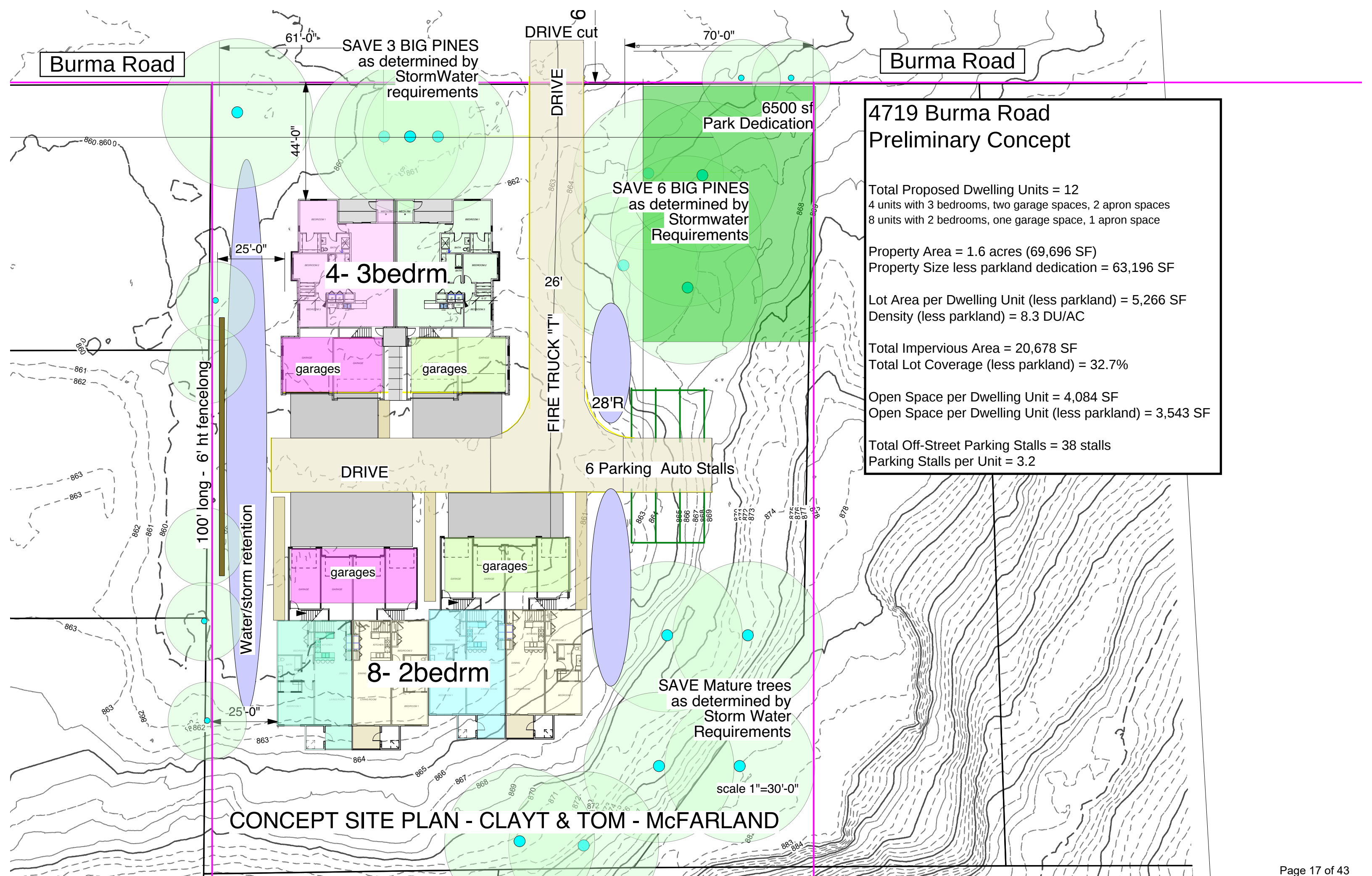
At the May 21st meeting, the developer will provide a presentation regarding the concept plans, followed by questions and comments from the Plan Commission and Village Staff. Interested residents are encouraged to attend the meeting to learn more about the potential development from the developer. The pre-application meeting is not a public hearing; however, during the meeting interested residents attending in-person or via Zoom may request to comment or ask questions following the developer's presentation.

The developer will utilize the feedback provided at the meeting to determine potential revisions to their concepts plans before submitting any official applications to the Village. If and when an official application is filed, the Plan Commission will hold a public hearing and adjoining residents will be notified of the date and time of that public hearing. There is no official application at this time and no public hearing is currently scheduled.

Information regarding this request is available for review online at www.mcfarland.wi.us/pendingrequests or at the Village of McFarland Municipal Center, Community & Economic Development Department, 5915 Milwaukee Street, McFarland, WI 53558 (Monday-Friday, 8:00 a.m. to 4:30 p.m.).

Residents wishing to attend the meeting can do so in-person at the Municipal Center or via Zoom by visiting <https://us02web.zoom.us/j/84087260504> or Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 (312) 626-6799 Webinar ID: 840 8726 0504

If you cannot attend the meeting, you may submit your written comments to the Plan Commission by email to community.development@mcfarland.wi.us or by mail to Community Development Department, Village of McFarland, P.O. Box 110, McFarland, WI 53558-0110. Submission must be received no later than the Wednesday prior to the meeting date.



Representative image of proposed dwellings from similar existing housing constructed by developer on the corner of Bruns Ave and N. Walbridge Ave, Town of Blooming Grove.



4719 Burma Road Zoning



5/16/2024, 12:54:25 PM

Zoning

CO Conservancy

R-1 Single Family Residence

R-2 Single & Two Family Residence

R-3 General Residence

PD-I Planned Development Infill

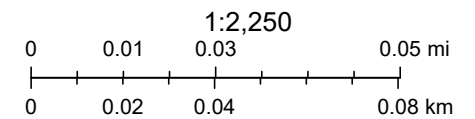
C-G General Commercial

C-H Highway Commercial

Municipalities (County GIS Link)

Parcels (County GIS Link)

Road Names (County GIS Link)

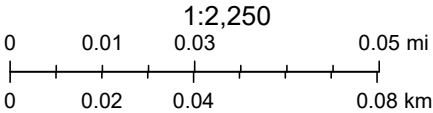


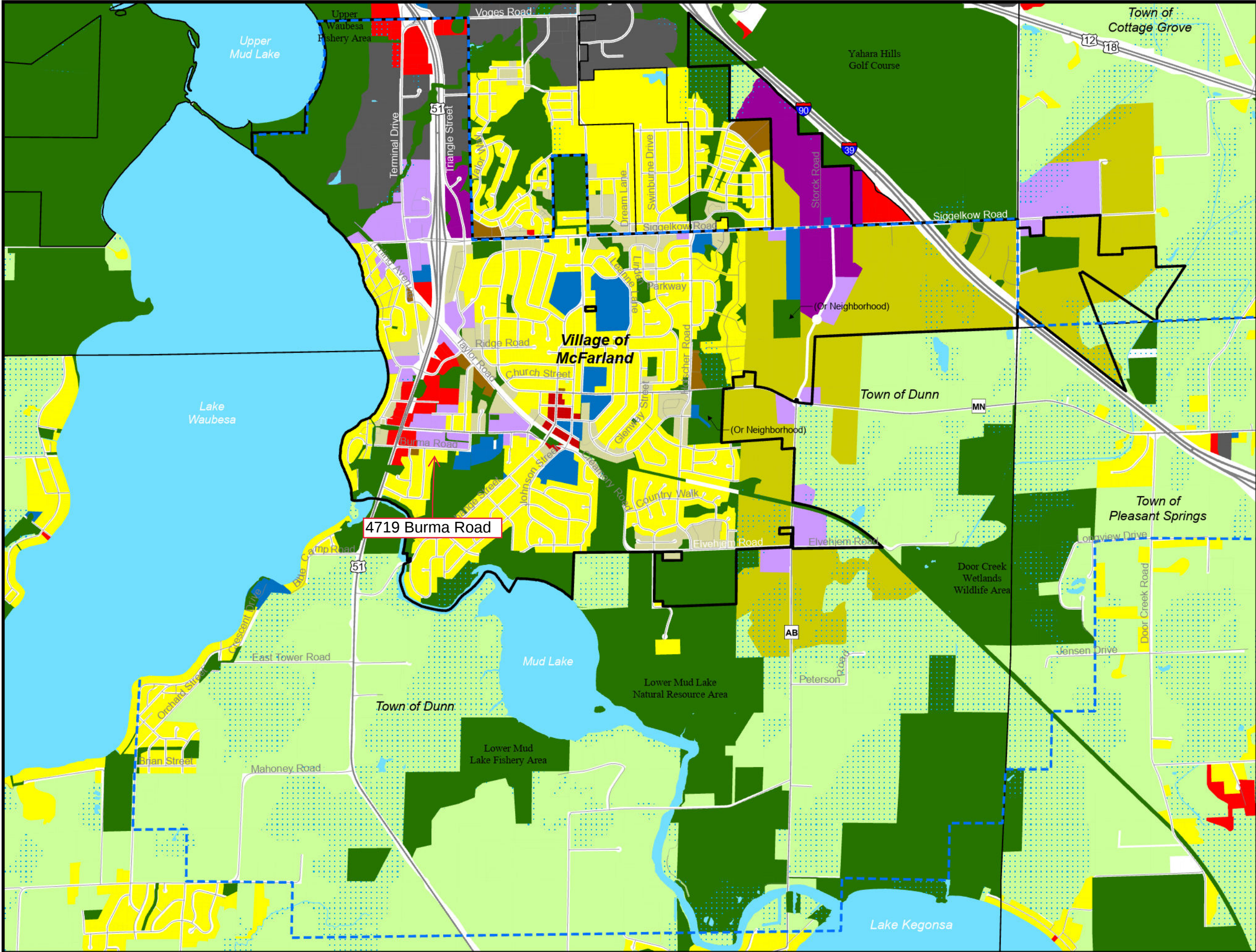
4719 Burma Road Topography



5/16/2024, 12:56:11 PM

- Municipalities (County GIS Link) 1 foot Intervals
- Parcels (County GIS Link) 5 foot Intervals
- Road Names (County GIS Link) 1 foot Intervals





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 Siggeikow 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



Figure 4-1: Future Land Use Categories and Policies

Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Single Family Residential	Predominantly single family detached homes, generally in “subdivision” settings. May include limited two family residences where compatible with a predominantly single family environment. Within the Village, all such areas will be served by public sanitary sewer and water systems.	Within Village, R-1, R-1A, and R-1B Residence Districts and R-2 Single- and Two-Family Residence (more limited) CO Conservancy (for parks, stormwater, and other open areas)	1. Prepare or require a neighborhood plan/concept development plan in advance of each subdivision proposal. 2. Promote interconnection in road and trail networks; minimize long cul-de-sacs and dead-end streets. 3. Require submittal of stormwater management and erosion control plans for new developments. 4. Encourage conservation neighborhood design, including allowing smaller lots and preservation of large open space corridors, in areas with soil limitations and natural resource amenities. 5. Where smaller lots are permitted, pay careful attention to home quality, variety, design, setbacks, and garage placement through zoning, covenants, and development agreements. 6. Pursue residential infill opportunities where feasible, applying standards and approaches in Figure 4-2.
Two Family and Townhouse Residential	Duplexes and two-flats, townhouses, single family residences, home occupations, and small-scale institutional and recreational uses, all served by public sanitary sewer and water systems.	R-2 Single- and Two-Family Residence R-E Elderly Residence PD, PD-I Planned Development	1. Disperse two family and townhouse residential uses through the Village, rather than repeating blocks of this type of future land use in just a few areas. 2. Encourage design of two family houses and townhouses to relate to public streets and integrate with the fabric of the surrounding neighborhood, rather than being designed as isolated enclaves or with garage-door dominance. 3. Hold new two family houses and townhomes to similar standards for quality and livability expected of single family housing. These standards include high-quality building materials, architectural variation and interest, durable and lasting finish materials (inside and out), and garage parking. 4. Work with County, State, and local lenders to assist with rehabilitation of older duplexes in the Village. 5. Pursue residential infill opportunities where feasible, applying standards and approaches in Figure 4-2.
Multiple Family Residential	A range of housing types, including multiple family residences (e.g., condominiums, apartments, multiplexes), including independent elderly housing. May also include single family residences. Served by public sanitary sewer and water systems.	R-3 General Residence R-E Elderly Residence PD, PD-I Planned Development	1. Disperse higher-density residential uses through the Village, rather than high concentrations in a few areas. 2. Encourage design of multiple family developments to relate to public streets and integrate with the fabric of the surrounding neighborhood, rather than being designed as isolated enclaves or with large parking lot dominance. 3. Hold new multiple family housing to similar standards for quality and livability expected of single family housing. These standards include high-quality building materials, architectural variation and interest, durable and lasting finish materials (inside and out), garage or underbuilding parking, and responsible management. 4. Monitor areas of aging multiple family housing so that they are community assets. Work with owners and property managers to address problems, and direct them to County and State programs and local lenders. 5. Pursue residential infill opportunities where feasible, applying standards and approaches in Figure 4-2.

Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Neighborhood	A carefully planned mix of mostly single-family residential development, with well-designed, limited components of two family and townhouse residential, multiple family residential, institutional, and recreational land uses. All served by public sanitary sewer and water systems.	R-1 Residence District R-2 Single- and Two-Family Residence R-3 General Residence R-E Elderly Residence PD, PD-I Planned Development (Village may also wish to establish a "neighborhood" zoning district)	1. Unless the developer is following the Village's East Side Neighborhood Growth Area Plan, require preparation of detailed neighborhood plans in advance of development applications in planned Neighborhood areas. Neighborhood development plans specify the arrangement of different land uses, environmentally sensitive areas, roadways, parks and trails, and other major infrastructure investments. 2. Accommodate a mixture of housing types, costs, and densities, while maintaining the predominance of single-family housing in the community. The Village policy is that at least 65% of new housing units in the planned Neighborhood area as a whole should be single family residences. 3. Promote neighborhoods that instill a sense of community with their design – including gathering places, parks, open spaces, pedestrian and bicycle access, schools, and churches. 4. Refer also to policies applicable to Single Family Residential, Two Family and Townhouse Residential, Multiple Family Residential, and other future land use categories that comprise each Neighborhood area.
Downtown	Mapped within the historic Downtown area of the Village, generally aligning with the Village's TID #4 boundary. Land uses and activities here are designed to create vibrant places and community gathering spots. Desirable land uses include commercial services, retail, restaurants, lodging, office, multiple family residential (mainly in upper stories), and institutional, including on sites and/or buildings that mix uses.	C-C Central Commercial PD-I Planned Development-Infill R-3 General Residence (limited use)	1. Follow the recommendations of more detailed plans for the Downtown area, such as the TID #4 Project Plan, the Downtown Strategic Market Analysis and Opportunities Assessment, the Downtown Plan (1999), and the Village Center Master Plan. Per the recommendations of the Economic Development chapter, the Village may update and possibly consolidate such plans. 2. Preserve the architectural and historic character of the Downtown with the application of such detailed plans, design standards there and in the zoning ordinance, and incentives where practical. 3. Arrange uses in a bike and pedestrian oriented environment with off- and on-street parking; minimal building setbacks; and building materials, designs, placement, and scale that are compatible with existing development form. 4. Retain and expand governmental facilities in the Downtown area to reinforce public commitment and enhance activity, perhaps including a new family-oriented recreational facility and/or municipal campus expansion.
Highway and General Commercial	A range of retail, commercial service, office, restaurant, lodging, health care, outdoor sales, and institutional uses, with limited outdoor display and storage. Mapped mainly along Highway 51. All uses served by public sanitary sewer and water services.	C-H Highway Commercial C-G General Commercial PD, PD-I Planned Development	1. Rezone sites designated for Highway and General Commercial use on Map 6 only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 2. Require larger-scale commercial developments to address traffic, environmental, and neighborhood impacts, including neighborhood-sensitive recommendations in areas adjacent to existing single family uses using the standards in Figure 4-2 and the zoning code.



Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Commercial Park	Light industrial, office, research, testing, health care, and other compatible and support uses (e.g., day care, health club, bank). Arranged in a controlled commercial, business, or office park setting, where allowable uses and activities include those associated with low levels of environmental impact, noise, odor, vibrations, and particulate emissions. Served by public sewer and water.	C-P Commercial Park PD Planned Development C-H Highway Commercial (limited use) C-G General Commercial (limited use)	1. Design Commercial Park areas to result in higher-end business campus settings, with high quality building, site, landscape, lighting, signage, and other aspects of project design. 2. Direct heavy industry, truck terminals, large warehouses, and other higher-impact uses to planned Industrial areas instead. 3. Restrict outdoor storage and activities, except where essential to the business operation and fully screened from nearby uses and streets. Fully screen loading and other less attractive areas from off-site views. 4. Rezone sites designated for Commercial Park use only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 5. Promote lot sizes and site design that enables future on-site expansion.
Industrial	Manufacturing, warehousing, distribution, office, storage, utility, and other compatible businesses and support uses (e.g., day care, health club, bank). May include screened outdoor storage, and more intensive uses than in other future land use categories. All uses served by public sewer and water systems.	M-IC Manufacturing-Intensive Commercial C-H Highway Commercial (limited use) C-G General Commercial (limited use) Some lands may also be mapped within the "Terminal and Triangle Design Overlay District"	1. Rezone sites designated for Industrial use only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 2. Require performance standards as necessary to avoid placing excessive demand on municipal utilities and roads, or creating environmental hazards or unwanted neighborhood impacts. 3. Encourage the redevelopment or intensification of older industrial, storage, and contractor uses and buildings in the Terminal and Triangle District area. Refer to more detailed plans such as the TID #3 Project Plan and Terminal and Triangle District Plan for more detailed policies and recommendations for planned Industrial areas. 4. Encourage the redevelopment of older fuel storage or blending facilities and sites. See the Economic Development chapter for the Village's updated policy related to new or expanded fuel storage and blending operations.
Mixed Use/Flex Commercial	A carefully designed blend or option of commercial services, retail, office, business park, multiple family residential, and/or institutional land uses, including mixed use sites and/or buildings. Compared to the Neighborhood future land use category, Mixed Use/Flex Commercial areas typically are denser, include some non-residential component, and do not typically include single family housing. All uses served by public sewer and water systems.	Appropriate traditional zoning districts (e.g., C-H, C-P, R-3) or PD or PD-I Planned Development zoning	1. Design "Mixed Use/Flex" areas to skillfully mix different uses on the same area, site, and/or building, and/or to serve as transitions between broader areas of different land uses. This future land use category is NOT intended to enable an unplanned or haphazard mix of different uses on any site or in any area. 2. Preserve and blend with surrounding residential character through appropriate building scale, building appearance, landscaping, screening, signs, and limited traffic and loading, and access from the adjacent collector or arterial street. Utilize the approach and standards in Figure 4-2 in such settings. 3. Rezone sites designated for Mixed Use/Flex use only after public sanitary sewer and water service is available, the land is within Village limits, and a development proposal is offered. 4. Refer also to policies applicable to Two and Multiple Family Residential, Highway and General Commercial, Commercial Park, and other more specific future land use categories that logically guide the development of each planned Mixed Use/Flex area given the range of proposed uses there.



Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Institutional and Governmental	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.	Different residence or commercial districts (Village may wish to establish a "public and institutional" zoning district; current standards in residential districts may not fit institutional use needs)	1. Assure high quality building, site, landscape, lighting, signage, and other aspects of project design. 2. Preserve and blend with surrounding residential character through appropriate building scale, building appearance, landscaping, screening, signs, and limited traffic and loading, and access from the adjacent collector or arterial street. Utilize the approach and standards in Figure 4-2 in such settings. 3. Continue to work with institutions with larger areas of vacant land and/or additional land needs, including the McFarland Cemetery Association and McFarland School District. Coordinate uses and activities on District-owned land, including the vacant site at the southeast corner of Broadhead Street and Holscher Road.
Public Lands, Recreation, and Environmental Corridors	Publicly owned lands used for recreation, natural areas, stormwater management areas, or cemeteries. Also includes continuous systems of open space that include environmentally sensitive lands, natural resources, and endangered or threatened species habitat intended for long-term open space, whether or not in public ownership. See CARPC environmental corridor maps by clicking here in digital versions. Future parks may also be on lands mapped under other future land use categories.	CO Conservancy For Village parks, different residential or commercial districts may also be used, though the Village may wish to establish and use a "public and institutional" zoning district. Such areas may also be subject to wetland, floodplain, or shoreland zoning rules.	1. Utilize the Outdoor Recreation & Open Space Plan and Utilities and Community Facilities chapter to guide the siting and development of future parks and recreation areas. 2. Designate environmental corridors with CARPC when land is added to the Urban Service Area. 3. Where compatible with natural resource and farmland preservation objectives, permit within environmental corridors cropping, grazing, underground utilities, and passive recreational and educational activities such as trails and low-impact athletic fields. Direct other development away from environmental corridors. 4. Collaborate with Dane County and others on the preservation of the large environmental corridors adjacent to Upper Mud Lake, "Lower" Mud Lake, and the Yahara River. 5. Where development is proposed near a mapped environmental corridor, determine the exact boundaries based on the features that define those areas. In consultation with CARPC and where consistent with the County Water Quality Plan, the Village Board will de-map any such area as environmental corridor by resolution if: a. More detailed information or studies reveal that the characteristic(s) that resulted in its designation as an environmental corridor is not actually present, b. Approvals from appropriate agencies are granted to alter a property so that the characteristic that resulted in its designation will no longer exist, and/or c. A mapping error has been identified and confirmed.
DNR Wetlands and Potential Wetland Indicators over Undeveloped Lands (blue dot pattern overlay areas on Map 6)	WisDNR mapped wetlands, along with other areas with soil or other conditions that indicate prior and possible wetlands, such as hydric soils, but that are not yet designated as wetland by the WisDNR. Such areas may have building limitations.	CO Conservancy, or development-based zoning districts if soil limitations and associated regulations can be overcome	1. Where such areas are mapped over a property, require a wetland screening in advance of development. If the screening suggests the possibility of actual wetlands, require a wetland delineation in advance of development and buffer such wetlands in accordance with CARPC policy. Some of these areas may be redesignated as environmental corridor in the future. 2. Areas within this designation should remain undeveloped if other, more appropriate building sites can be found on the property. If more appropriate building sites are not available, the underlying land use designation should guide future land use types and density (e.g., Single Family Residential).
Agricultural Preservation	Envisioned for long-term (15+ year) farming and open space. Also allows farmsteads, limited non-farm housing, and associated home occupations and family businesses. May be served by private well and septic.	Generally A-1 (Ex) Exclusive Agriculture in the County's zoning jurisdiction	1. Support continued farming, open space uses, and operations that process farm products grown mainly on-site and agricultural entertainment, where farming remains the primary activity. 2. Limit non-farm residential development to a maximum density of 1 home per 35 acres of lands in contiguous single ownership, within clusters of smaller individual home sites as opposed to housing on 35+ acre lots. 3. Assure that rural uses do not impede very long-term urban development or road or utility extensions.



Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Urban Reserve	The Village has applied this future land use category to lands near the eastern edge of the Village's planned growth area. Lands designated as Urban Reserve are appropriate for future urban (Village) development following extension of sewer, water, road, and other urban infrastructure and services. Such lands may be annexed to the Village and remain in agricultural or other rural uses for years, pending the property owners' and Village's future determination that they are ripe for more intensive development served by a full range of urban services.	Upon annexation to the Village, A1 Agriculture-Transition and other zoning districts consistent with the then-current use of the land. Development-based zoning districts will be assigned following future amendment to this Comprehensive Plan, per the policies to the right.	1. Within the area mapped as Urban Reserve, enable the continuation of farming, existing housing, and other rural uses, and generally limit new development per the Agricultural Preservation future land use category policies, until such time when the Village identifies that particular mapped area as appropriate for more intensive development. In such case, this Comprehensive Plan and the Urban Service Area will be amended accordingly. 2. Approve non-farm/rural residential development projects within the Urban Reserve only if designed and laid out to not impede the orderly future development and extension of utilities and roads when Village designates the area as appropriate for more intensive development. 3. Consider amending this Comprehensive Plan to redesignate all or part of the Urban Reserve to one or more specific development-based future land use categories, once the Village determines that the following standards are met: a. The Village has received a property owner request for more intensive development following annexation. b. The property owner or developer has submitted a conceptual development plan for the property, showing proposed land use patterns, existing and proposed roads and trails including connections to adjacent properties, proposed parks or other recreational spaces, stormwater management systems, and environmentally sensitive areas. c. There is a plan for extension of public utilities, which is feasible, cost-effective, and environmentally sound. d. The proposed development is justified by community growth forecasts or by a particular identified community need, such as for economic (generally non-residential) development. e. The proposed development will not have a substantial adverse effect upon adjacent property, the planned character of the area, the environment, or the fiscal health of the Village. 4. Prioritize future economic development within areas marked as Urban Reserve, rather than residential/neighborhood development, per the recommendations in Chapter 5—Economic Development, until and unless the Village can verify that economic development will not be viable in the future.





WHAT DESIGN PRINCIPLES ARE IMPORTANT?

- (A) Maintain compatible setbacks.** Extra-shallow or deep setbacks interrupt neighborhood form and place incompatible activities next to each other.
- (B) Use scale transitions.** Site taller and bulkier aspects away from adjacent single family homes, tapering down close to residential lot lines. Consider solar access.
- (C) Back-to-back is best.** Abut back yard of the project to back yards of existing residential uses where possible.
- (D) Provide gathering and focal points.** This may mean better waterfront access, recreational facilities, places of respite, or art.
- (E) Manage uses.** Uses that require drive-through lanes, outdoor storage, and bright lights are not the best residential or waterfront neighbors.
- (F) Keep it green.** Continue and establish landscaped buffers, including natural shoreline restoration. Use walls and fences only where necessary.
- (G) Use stormwater as a design feature.** Practice progressive storm water management that improves water quality. Design stormwater features as an aesthetic and "natural" element.
- (H) Limit driveway access.** Direct commercial driveways away from residential streets and to intersections.
- (I) On-site circulation.** Avoid parking and circulation patterns that result in headlights pointing towards residential windows. Otherwise, use berms, all-season landscaping, or fencing.
- (J) Hide parking.** Underbuilding, garage, and side yard/rear parking should be the norm in redevelopment projects. Avoid large waterfront parking lots.
- (K) Details matter.** Carefully site and screen mechanicals, loading areas, dumpsters, lighting, and signage. Direct to yards away from residential neighbors where possible.
- (L) Consider non-physical solutions.** Explore opportunities to limit hours of operation, deliveries, or other bothersome activities, including time-of-day considerations.

Figure 4-2

**Infill and Redevelopment Standards
in Residential and Waterfront Settings**



WHY INFILL?

- Utilizes existing roads, utilities, and services.
- Renews obsolete, run-down, and vacant sites.
- Limits conversion of farmland and natural areas elsewhere.
- Increases property tax revenue and re-circulates dollars.
- Diversifies living options for empty-nesters, seniors, young professionals, and workforce.
- Increases shopping, dining, and recreational options.

WHAT STEPS SHOULD "REDEVELOPERS" FOLLOW?

1. **Initial Consultation.** Talk with Community Development Department staff to identify opportunities and pitfalls.
2. **Consistency Evaluation.** Refer to Map 6: Future Land Use and plans for areas like the downtown and Terminal and Triangle Drives. Determine whether a Village plan or ordinance amendment will be required.
3. **Land Control.** Secure option on property. Pursue an extended option period (e.g., 120-180 days) to allow approvals before acquisition is finalized.
4. **Concept Plan Development.** Prepare conceptual site and building plans with initial engineering and stormwater review.
5. **Village Concept Plan Review.** Submit for Village staff and Plan Commission review. This step and the next could be combined or reversed in order, depending on the project.
6. **Neighborhood Meeting.** Meet with neighbors to present the concept and hear and consider comments.
7. **Possible Plan Amendment Request.** State law requires that rezonings be consistent with the comprehensive plan. For simpler projects, this step and the next could be combined.
8. **Rezoning Application.** Determine with Village staff the appropriate zoning district, considering standard Village zoning districts and the PD-I Planned Development Infill district. Include a "general implementation plan" submittal.
9. **Possible Follow-up Meeting.** Assuming approved rezoning, reconnect with the neighborhood, Village staff, and/or Plan Commission to work through detailed issues.
10. **Detailed Implementation Plan.** Include all plans required by ordinance, plus phasing, construction, and operational plans.

May 7th 2024

To: McFarland Plan Commission

From: Kitty Brussock
6214 South Ct
McFarland, WI 53558

Regarding: Plan Commission Meeting May 21st set to discuss a pre-application of a conceptual site plan submitted by Tom Gunderson, Jr. and Clayton McDonough for the land at 4719 Burma in McFarland.

As I will be out of town on the 21st, I am forwarding my take on the proposed development at 4719 Burma. For the record, I own a rental property at 4712-14 Burma. Also, my viewpoint is probably a result of having spent my life as a remodeling contractor and professional kitchen designer.

Having reviewed the proposed development, I do question both the aesthetic and functional merits of the project.

Aesthetically, the photos provided of a similar looking project suggest a dense rather tacky low-grade massing of siding and garage doors. I go by that site almost every day and the property has always been a beautiful oasis on an otherwise rather utilitarian streetscape. Yes, I understand that the developer wants and needs to make a profit, but it would be advantageous for McFarland if the project could raise up the neighborhood rather than keep it down.

Functionally, I have definite reservations regarding what I would consider to be a lack of sufficient parking. Six non-garage spaces have been allotted for 12 units. Six spaces somehow does not seem adequate for guests and service/repair/delivery people. Street parking on Burma is already tight. Today I walked up Burma and cars were solidly parked from the high school to up past Indian Mound.

Regarding the parking spaces, the contour lines would indicate that that land is on a considerable slope at points. Would the land be leveled out and retaining walls be built into the hill? What is the plan for snow removal? Will the retention pond be sufficient to prevent water runoff problems for the properties to the west? And, what is the idea for garbage? Would all 24 cans be put out on Burma once a week? That is the case with the existing development on Burma west of Stoughton Road and it really looks quite messy.

On the plus side, setting aside the hilly portions of the sites east and south sides is a nice touch as is the saving of all the existing trees.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kitty Brussock', with a long horizontal flourish extending to the right.

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 21, 2024

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding creation of Tax Increment District #7.

PREVIOUS ACTION:

ISSUE SUMMARY:

Included in the packet is a preliminary boundary for a new Tax Increment Finance District No. 7. The Village currently has three active TIF Districts, TID's #3, #4, and #5. The Village previously closed TID's 1 and 2. A new overlay TID #6 is also being proposed as discussed in the next agenda item.

The proposed area for TID #7 is along the north and south sides of Siggelkow Road within the Village's East Side Neighborhood. Jeff Whipple from [Interstate Partners](#) has prepared an initial proposed boundary map with input from staff. Interstate Partners acquired [60-acres of farmland](#) near the Hope Rod & Gun Club last year with the intent of pursuing the development of a new business park in McFarland. Jeff talked about this potential development at a joint PC/CDA preapplication meeting on [November 21st, 2023](#). The packet also includes a preliminary map of proposed uses and a copy of the Future Land Use Map from the Village's [East Side Neighborhood Plan](#). No official development applications have been submitted to the Village to date. Interstate Partners is still working with their civil engineer to design the development of the property for future Village review and approval.

The purpose of this meeting is to discuss the proposed boundary of the new TIF District and the general mechanics of how TIF districts are created and used by municipalities to encourage new development. Staff has created a [website to explain Tax Increment Financing](#), including links to some third party videos, brochures and FAQs.

Tax Increment Financing (TIF) is the most commonly and widely used economic development tool for municipalities in the State and has been in existence since 1976. The process to create, manage, amend, and close TIF districts (TIDs) is regulated under [Wis. Statute 66.1105](#). The Wisconsin Department of Revenue provides State oversight of TIF districts. According to the DOR, there are 1,390 active TIDs in the State. The DOR maintains a [TIF Manual](#) for those inserted in a deeper dive into the TIF mechanics, processes and requirements. Common definitions and terms related to Tax Increment Financing:

- TIF (Tax Increment Financing). An economic development financing tool.
- TID (Tax Increment District). The area/boundary where TIF is used.



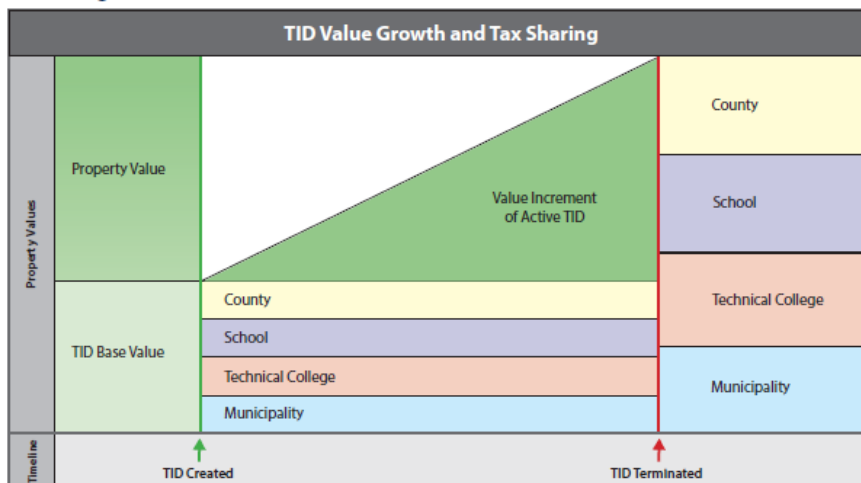
- **Project Plan.** A document explaining the financial details, development plans and maps for the TID.
- **Base Value.** The total value, as equalized by DOR, of the real property located within the TID as of the creation date of the TID.
- **Current Value.** The total equalized value of the real property in the TID as of January 1 of the current year, certified annually on approximately October 1.
- **Tax Increment.** The taxes levied by all overlying taxing jurisdictions on the value between the base value and the current value of the TID. The municipality that manages the TID uses these taxes to pay for the approved project costs.
- **Value Increment.** The difference in value between the Base Value and the Current Value of the TID. This is the amount of property value that can be attributed to the TID investment used to generate the tax increment that pays for the investments.

Below is a graphic from the DOR TIF Manual that explains how TIF works:

B. How TIF Works

When a municipality creates a TID, the municipality and other taxing jurisdictions agree to support their operation from the existing tax base within the TID. They agree the municipality will use the taxes on the value increase in the TID to pay for the investment.

1. Sharing the tax base



Essentially, TIF allows a municipality to use the Tax Increment generated within the TID to pay for investments made within the TID that lead to the generation of the Tax Increment. The basic tenants of the creation of a TID is the finding that *but for* the use of TIF the development proposed (Tax Increment) would not occur or would occur to a lesser extent or timeframe; the economic benefits of the TID, as measured by increased employment, business and personal income and property value (Value Increment), are sufficient to compensate for the cost of the improvements; and the benefits of the proposed TID outweigh the anticipated tax increments to be paid to the overlaying taxing jurisdictions.

Generally speaking, there are five types of TIDs: Industrial (15/20), Mixed-Use (15/20), Blighted (22/27), Rehabilitation & Conservation (22/27), and Environmental (22/27). Each type



of TID has a maximum expenditure period (first value) and maximum life (second value). The maximum expenditure period is the time during the life of a TID where the municipality may complete projects within the TID, including public works projects or development incentives.

During the remaining five years of the TID, a municipality may only continue to pay down existing TID related debt service and pay for administrative, organizational, legal and accounting services related to managing the TID. The declaration of TID type is based on the type of land that makes up 50% or more of the area in the TID. The proposed TID boundary corresponds with areas identified for Business Park, Mixed-Use, and Medium Density Residential in the Village's 2023 East Side Neighborhood Plan. Based on the Proposed Uses Map in the packet, TID 7 is proposed as a Mixed-Use TID. Mixed-Use districts include a combination of residential, commercial, and industrial uses.

Mixed-Use TIDs can only include lands proposed for newly platted residential use if it does not exceed 35%, by area, of the real property in the TID and the residential development meets other qualifications. "Newly platted" refers to land that has not been previously subdivided or is currently subject to a replat as defined in Wis. Stat. 236.02(11). The proposed TID includes approximately 14% of the area for newly platted residential uses. Under state law, increment revenue may only be spent on newly platted residential development in a mixed-use TID if the TID includes less than 35% of lands proposed for newly platted residential use and if one of the following applies:

1. Density of the residential housing is at least three units per acre. Proposed multi-family residential development in TID #7 would correspond to the Village's East Side Neighborhood Medium Density Residential Future Land Use Category. Chapter 4 of the plan describes these areas as having typical net densities of 5-15 units per acre with individual developments up to 20 dwelling units per acre, with further increases considered for legally restricted affordable housing or developments along existing or future transit corridors. Other portions of the East Side Plan include Mixed Use areas that encourage net densities over 15 units per acre.
2. Residential housing is located in a conservation subdivision (not applicable)
3. Residential housing is located in a traditional neighborhood development (could be applicable)

Other customary TID boundary creation requirements include that only properties within the municipality can be included in the TID, only whole parcels can be included, and the boundaries of the TID must be continuous. The draft TID 7 boundary map follows these state statute requirements. There are 10 proposed properties for inclusion in TID 7 totaling 228 acres. The total Base Value (current assessment values) is approximately \$2M. State Statute requires that the total assessment value of parcels proposed for inclusion in a new TID, plus the Value Increment of all existing TIDs in the municipality (\$105,406,200), can't exceed 12% of the Total Equalized Value of properties in the municipality (\$1,617,865,600). This is known as the 12% compliance test. According to the DOR, the Village's 2023 percentage is 6.52%. The creation of TIDs 6 & 7 is anticipated to increase this value to approximately 8%. Thus, even with the creation of TIDs 6 & 7, the Village will have remaining capacity to create or amend existing TIDs in the future.



Future meetings in June and July will be used to review and recommend the Project Plan for the TID. This includes a deeper dive into the projected TID revenues and expenses within the draft Project Plan. It is important to note, that the creation of a TID in itself does not create specific obligations of the municipality in terms of approval of certain development proposals or the expenditure of funding. Those decisions are made on a case-by-case basis after the TID is created.

The anticipated schedule is provided below, subject to change. Those meetings in bold include required meetings under Wis. State Statute 66.1105. Under Wis. State Statute 66.1105, the final decision regarding whether to create or amend the boundaries of an existing TIF District is under the authority of the Joint Review Board (JRB). The JRB is made up of the Village President, Public Member appointed by the Village President, a member of the McFarland School District, a member of Dane County, and a member of Madison Technical College. Once a TIF District is created, the Village Board has final authority over the annual budgeting and use of TIF district revenues.

- May 8 CDA meeting to review draft TID boundary
- May 21 Plan Commission meeting to review draft TID boundary
- **May 31 - June 13th Joint Review Board meeting to review draft TID Project Plan**
- June 18 CDA meeting to review draft TID Project Plan
- **June 18 Plan Commission meeting to hold a public hearing on TID Project Plan**
- July 9 Village Board meeting to review draft TID Project Plan
- July 10 CDA meeting to recommend the TID Project Plan
- **July 16 Plan Commission meeting to recommend the TID Project Plan**
- **July 23 Village Board meeting to approve the TID Project Plan**
- **July 24-25 Joint Review Board meeting to approve the TID Project Plan**

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

2023-2024 Village Board Strategic Plan:

- Objective (C)(1) states attract and enhance new and existing commercial, restaurants, retail, mixed-use, and civic uses in the downtown area, USH 51/Farwell corridor, East Side Growth Area.
- Objective (C)(2) states develop incentives for business growth such as incubator programs, tax increment financing districts, and recruitment/retention.
- Action (C)(vi) advance East Side Plan, pursue recommendations and consider projects as applicable.

2023 East Side Neighborhood Plan. This plan identifies the area proposed for TID #7 primarily for future Business Park uses, but also including Medium Density Residential, Civic/Institutional/Utilities, and Mixed Use (High Density Residential and/or Commercial).



Chapter 5 of the plan provides specific recommendations regarding creation of the east side business park, including creation of a tax increment finance district.

2023 Economic Strategic Plan. This plan includes a strategy to expand commercial and industrial land base of the Village, including creation of an east-side business park supported through the creation of a new Tax Increment Finance District.

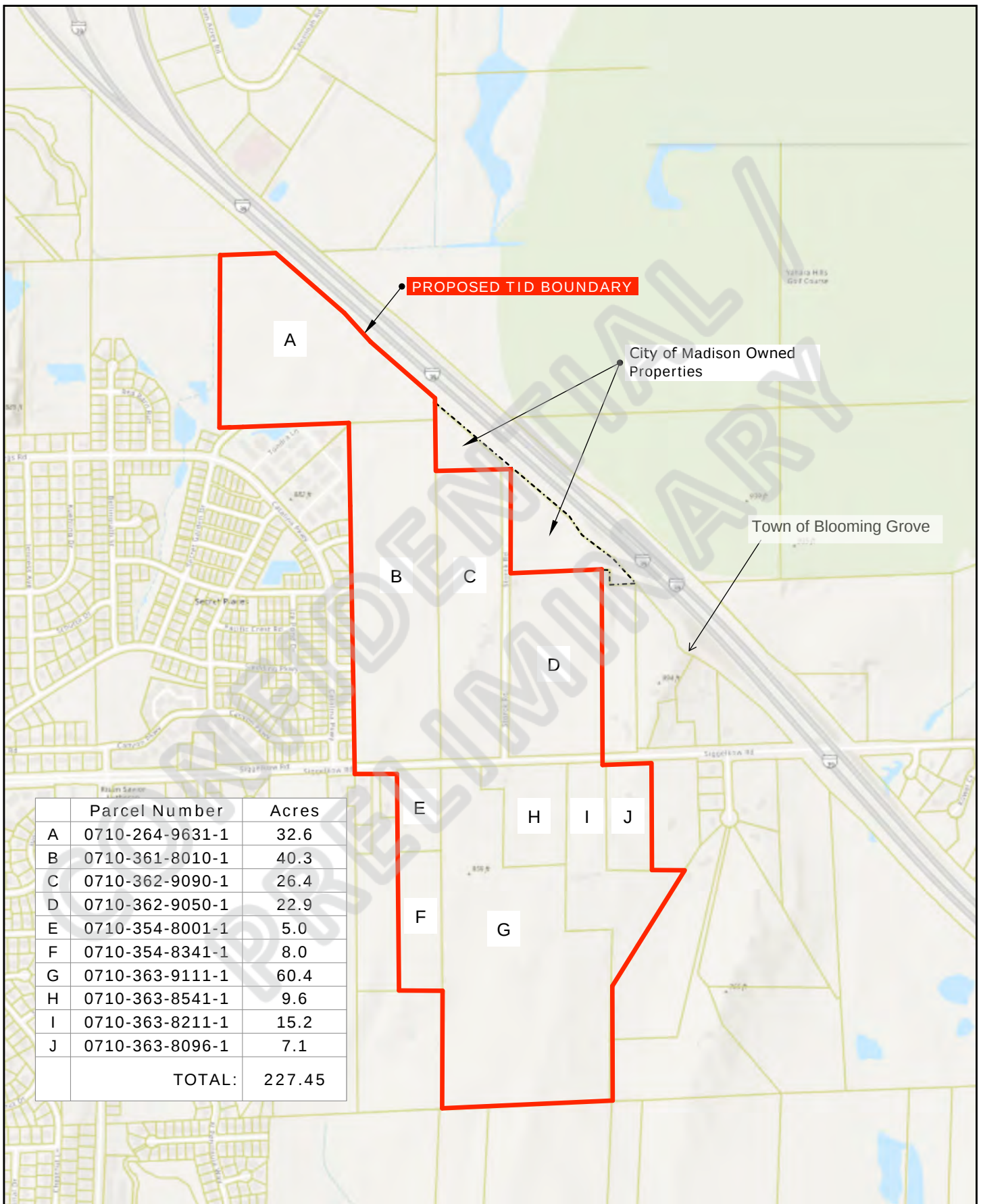
ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

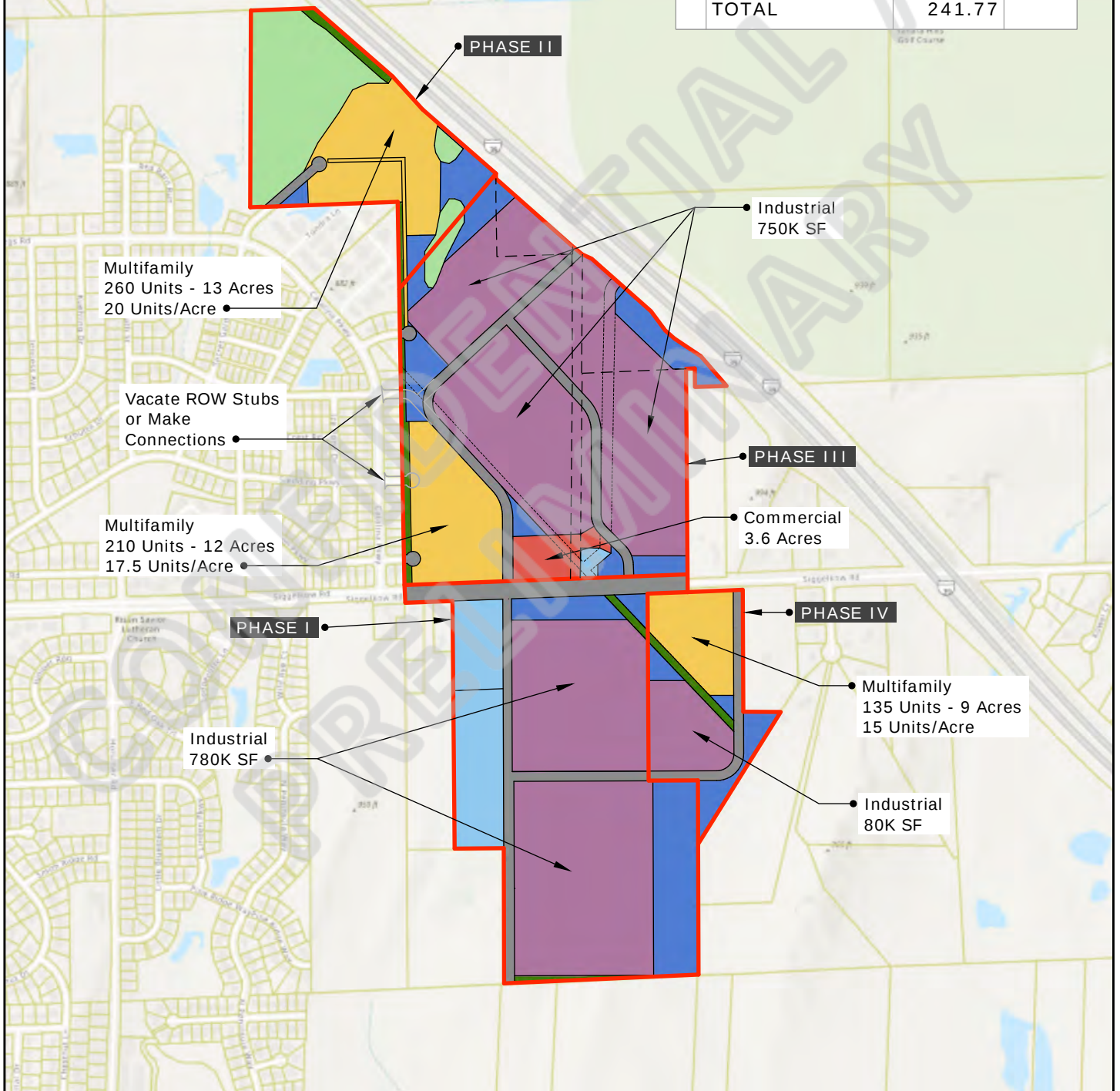
This agenda item is presented for discussion only.

ATTACHMENTS:

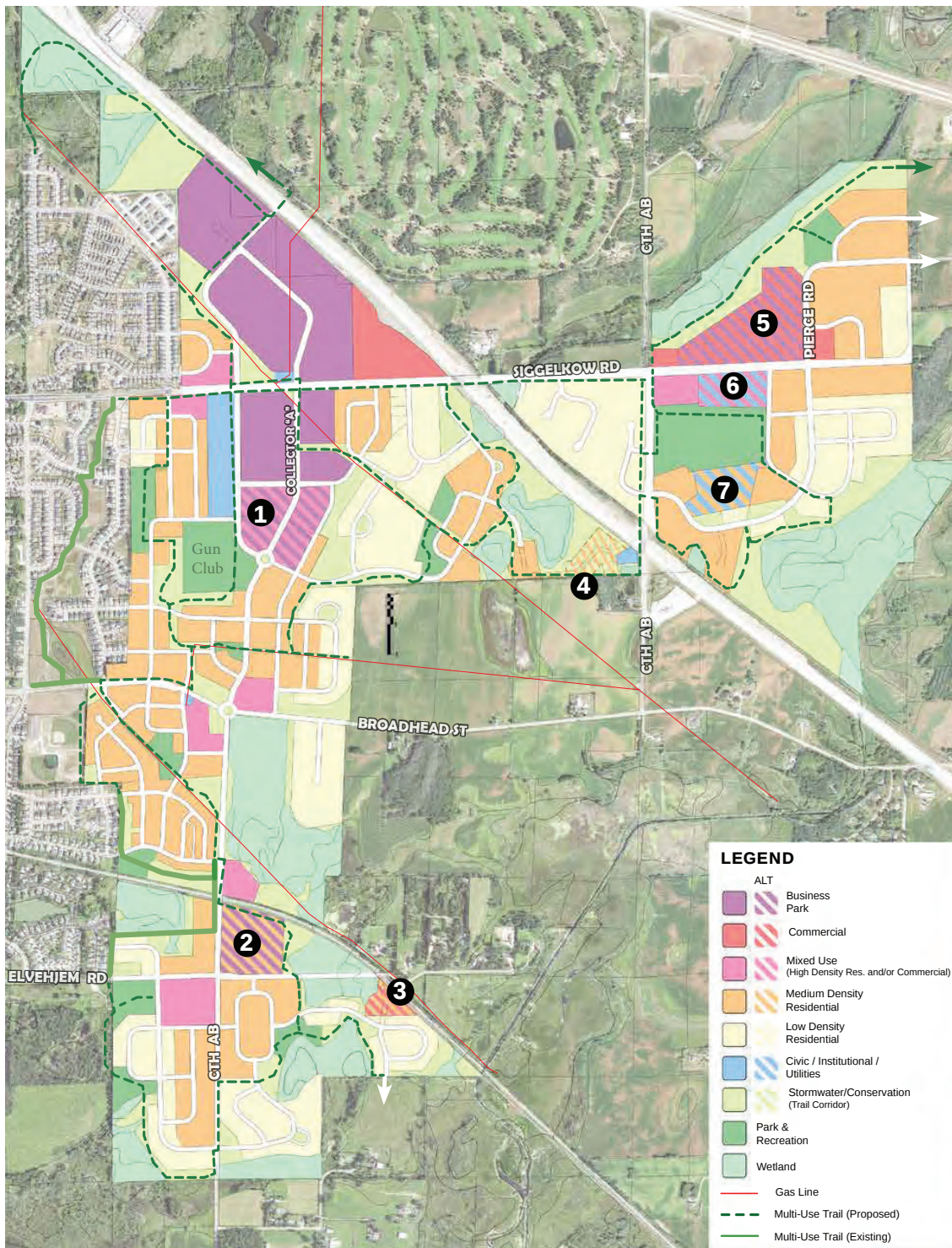
1. Draft TID 7 Boundary and Future Land Uses_05.02.24



Use Type	Acreage	%
Business Park	117.56	48.6
Multi-Family	34.47	14.3
Commercial	3.64	1.5
Civic	13.62	5.6
New ROW	18.92	7.8
Park & Rec	5.24	2.2
Stormwater	30.05	12.4
Wetlands	18.27	7.6
TOTAL	241.77	



Master Plan Concept



Design Themes

New collector road from Broadhead to Siggelkow veers northeast away from the Gun Club.

Business Park clustered around Siggelkow with a potential second business park area near CTH AB east of Interstate.

Housing throughout the planning area with medium- and high-density adjacent to major roadways with low-density along the edges of the growth area.

Smaller **commercial nodes** along Siggelkow w/ larger **mixed use pockets** south of Siggelkow.

Some connecting **open spaces**, but greater focus on smaller neighborhood parks.

Continuous trail network connecting the entire East Side planning to the existing Village trail network and adjacent regional trails.

NOTE: This is a conceptual development illustration. None of the above developments are being considered at the time of the planning process. Development plans will be proposed by property owners, and subject to Village review and approval using this plan as guidance for that approval.

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 21, 2024

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding creation of Tax Increment District #6.

PREVIOUS ACTION:

ISSUE SUMMARY:

The previous agenda item includes background information on Tax Increment Financing and the proposed schedule to create TID #6 & 7. TID #6 is proposed as an overlay district of existing TID #3. The packet includes a map of the proposed TID #6 boundary, along with the boundary of existing TID #3. The map also includes those parcels that were identified as blighted parcels based on the analysis completed by the Village's planning consultant, MSA Professional Services, as part of the update to [Redevelopment District No. 1 Plan](#). TID #3 was created on August 8, 2004, reached its expenditure period on August 8, 2022, and will close in 2027.

While many public and private improvements have been completed in TID #3, there remain unrealized public improvements and underutilized properties within TID #3 that the Village desires to complete but are unlikely to materialize but for the creation of TID #6. TID #6 is proposed as a Blighted TID, which means it will have a 22 year expenditure period and a 27 year life.

The purpose of this meeting is to discuss the proposed boundary of the new TIF District and the general mechanics of how TIF districts are created and used by municipalities to encourage new development. Future meetings in June and July will be used to review and recommend the Project Plan for the TID. This includes a deeper dive into the projected TID revenues and expenses within the draft Project Plan. It is important to note, that the creation of a TID in itself does not create specific obligations of the municipality in terms of approval of certain development proposals or the expenditure of funding. Those decisions are made on a case-by-case basis after the TID is created.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

2023-2024 Village Board Strategic Plan:

- Objective (C)(1) states attract and enhance new and existing commercial, restaurants, retail, mixed-use, and civic uses in the downtown area, USH 51/Farwell corridor, East Side Growth Area.
- Objective (C)(2) states develop incentives for business growth such as incubator programs, tax increment financing districts, and recruitment/retention.



- Action (C)(ii) complete update to Redevelopment District Plan #1, including new Overlay TIF District.

2010 Redevelopment District No 1. The 2010 Redevelopment District No. 1 Plan carried forward the recommendations from the 2005 Terminal & Triangle District Plan while also including a blight analysis of property within the district.

2005 Terminal & Triangle District Plan. Established future land use subdistricts (Highway 51 Design Subdistrict, Beltline-Oriented Commercial Subdistrict, Mixed-Use Lakeview Village Subdistrict, Industrial Center Subdistrict, Triangle/Meinders Subdistrict), including redevelopment concepts, site and building design guidelines. The plan notes the Terminal and Triangle District should be the focus of modern and clean industrial and mixed use redevelopment over the 20-year planning period. Its role is particularly important given its transportation access and the relatively limited economic opportunities in other parts of the Village for market, environmental, and intergovernmental reasons.

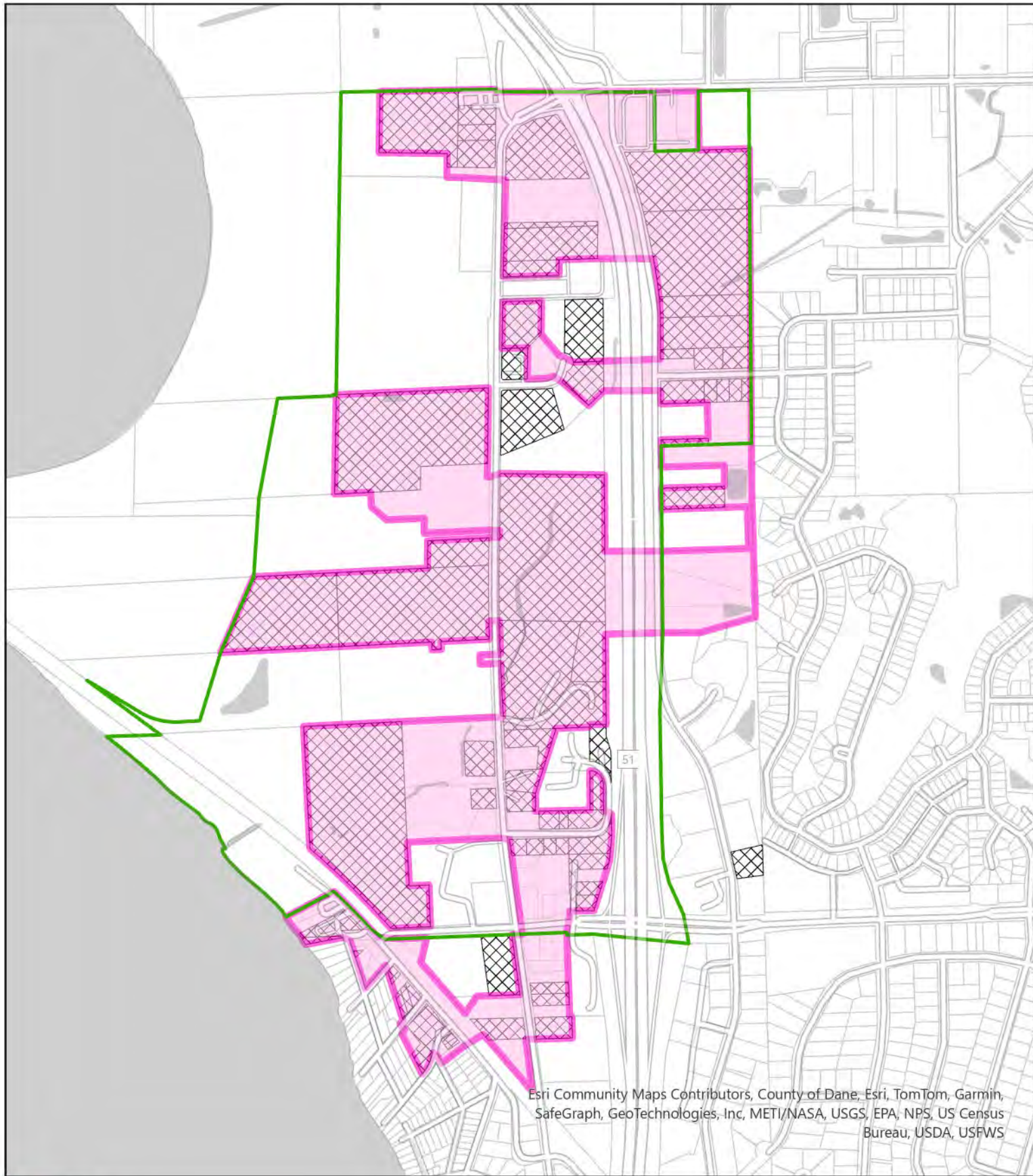
ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This item is presented for discussion only.

ATTACHMENTS:

1. Draft TID 6 Boundary and Future Land Uses_05.02.24



Esri Community Maps Contributors, County of Dane, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS



Data Sources:
Dane County
Wisconsin State Cartographers Office
Imagery Provided by ESRI

- TID #6 Proposed Boundary
- TID #3 Existing Boundary

- Blighted Parcels
- Parcels

TID No. 6 Proposed Boundary

Village of McFarland
Dane County, WI
Page 39 of 43



Data Sources:
Dane County
Wisconsin State Cartographers Office
Imagery Provided by ESRI



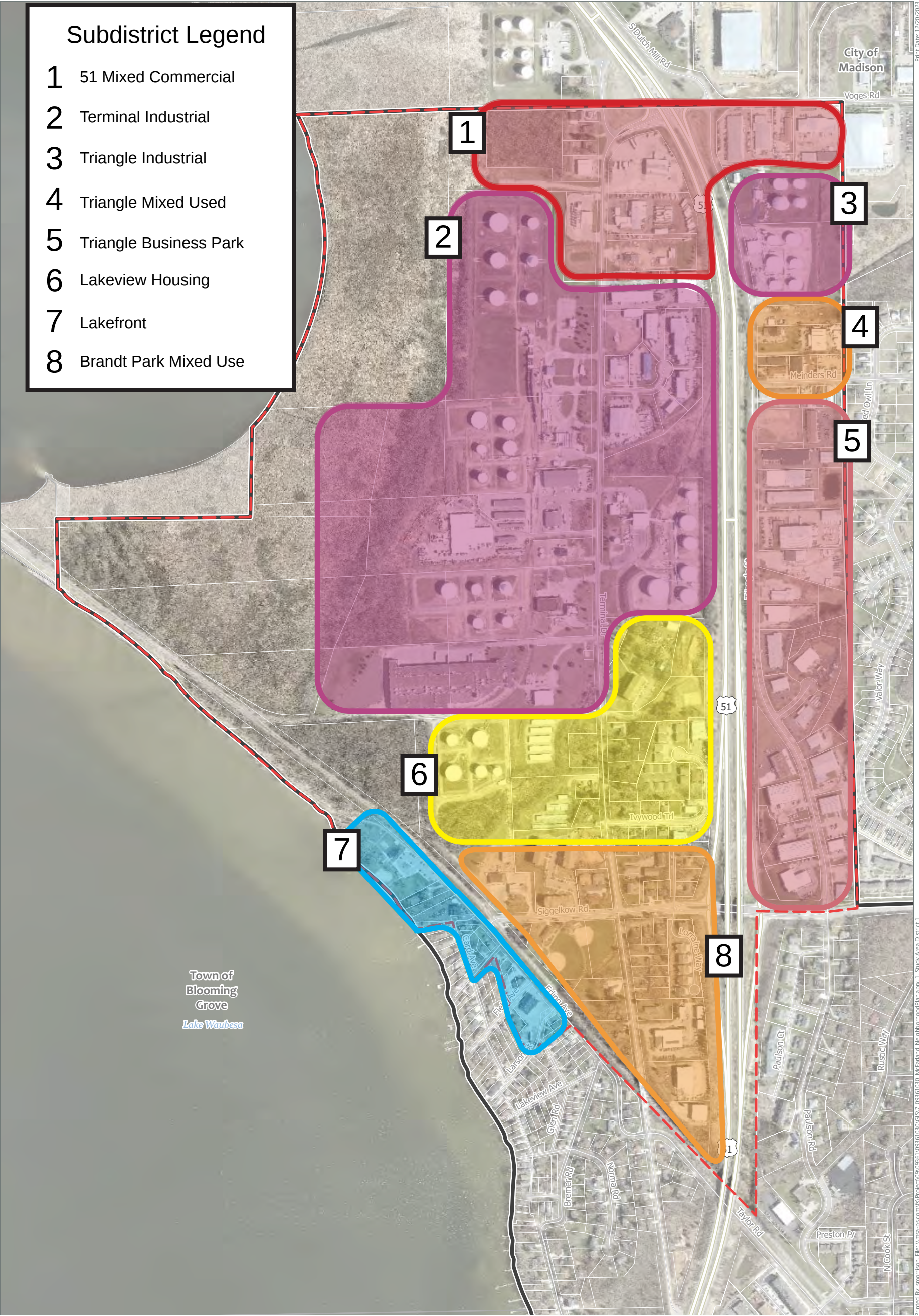
Legend

- TID #6 Proposed Boundary
- Blighted Parcels
- Parcels
- Key Redevelopment Opportunity (Zone A)

- Key Redevelopment Expansion (Zone B)
- Potential Redevelopment (Zone C)
- Approved Redevelopment Plans

TID No. 6
Redevelopment Opportunities
Village of McFarland
Dane County, WI
Page 40 of 43

District 1: Initial Concept “A”



McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 21, 2024

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding an allocation amendment of Tax Increment District #3 to Tax Increment District #5 and #6.

PREVIOUS ACTION:

ISSUE SUMMARY:

The third TIF project is to consider making TID #3 a "donor TID" to TIDs #5 & 6 through what is referred to as an Allocation Amendment. An allocation amendment allows a municipality to transfer excess increment from one TID (the Donor TID) to another TID (the Recipient TID). In 2017, the Village approved TID #3 as a Donor TID to TID #4. There is no limit to the number of allocation amendments or Recipient TIDs from a Donor TID. However, an Allocation Amendment requires:

- Donor and Recipient TIDs have the same overlying taxing jurisdictions, and
- Donor TID demonstrates the current increment is sufficient to pay off all costs and provide enough surplus revenue to pay some of the costs for the recipient TID, and
- Resolutions adopted by the Planning Commission and the legislative body to state specifically from which TID the increments are coming and to which TID the surplus is going.

In order to be a Recipient TID, the TID must either be a Blighted TID (proposed TID #6) or a Rehabilitation-Conservation TID (existing TID #5). The approval process to designate TID #3 as a Donor TID to TIDs #5 & 6 follows the same approval process as a TID creation. Once approved as a Donor TID, the allocation of surplus revenues from TID #3 to TID #5 or 6 is at the discretion of the Village Board and there is no obligation to donate surplus revenues. However, by establishing TID #3 as a Donor to TIDs #5 & 6 it provides the Village Board with greater financial flexibility to allocate surplus TID 3 revenues to complete public works and redevelopment projects in the recipient TIDs. In the case of TID #4, this has allowed the Village Board to pursue redevelopment projects without the need to borrow funds, thus eliminating the need to pay loan interest. Designating TID #3 as a Donor TID to TIDs #5 & 6 does not change TID #3's expenditure period, base value, or maximum life and does not prevent TID #3 from having an Affordable Housing Extension. Funds may be transferred to the Recipient TID until the Donor TID reaches its maximum or extended life.

The purpose of this meeting is to introduce the concept of an Allocation Amendment. Future



meetings in June and July will be used to review and recommend the Project Plan for the TID. This includes a deeper dive into the projected TID revenues and expenses within the draft Project Plan.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda item is presented for discussion only.

ATTACHMENTS:

None