



Plan Commission Minutes  
July 19, 2021 at 7:00 p.m.  
City Hall Council Chambers &  
Virtual Online – WebEx Meeting

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Commission Members Present: Christopherson, Obaid, Wolfgram, Proznik, Granlund, Seymour, Gragert, and Brandvold

Staff Members Present: Allen, Graybehl, Petrie, and Wittwer

1. Call to Order – Chairperson Granlund called the Plan Commission to order at 7:00
2. Roll Call – Chairperson Granlund called the roll for the meeting. Commissioner Seymour, Erickson, Gragert, Brandvold, Proznik, Wolfgram, and Christopherson were present in the Council Chambers. Commissioner Obaid was present virtually online. Commissioner Erickson was not present.
3. Chairperson Granlund moved this agenda item to number 16, Certificate of Appreciation – Commissioner Proznik.
4. Commissioner Proznik moved to approve the June 14<sup>th</sup> minutes. Commissioner Wolfgram seconded and the motion carried.
5. Open public comment period for items that do not appear on this agenda noted as public hearings. None.
6. Rezoning (Z-1696-21) & Preliminary Plat (P-6-21) – Mill Run Pointe  
Mr. Allen presented a request to rezone from I-2 to R-2P and to adopt the general development plan for twin homes and preliminary plat. No public comment was received from those notified. Sean Bohan of Advanced Engineering Concepts presented on behalf of the applicant requesting reduced setbacks due to existing utilities on site and explained the increased depth of the sites will provide open space. Nick Brenner with Menards, Inc. explained they intend to plant trees, place a fence, and potentially install a berm to screen the mini-storage to the east. Pete Gartmann with Real Land Surveying stated the project is a good infill for the location.  
  
Commissioner Seymour moved to recommend approval of the rezoning and general development plan with staff conditions. Commissioner Wolfgram seconded and the motion carried.
7. Rezoning (Z-1697-21) & Site Plan (SP-2126) – Campus View Apartments  
Mr. Petrie presented a request to rezone property from C-3H to C-3MX for a mixed-use development and to approve the site plan for Campus View Apartments. The site plan is for an 87-unit apartment with a mixture of studios, 1-bedroom, and 2-bedroom apartments. Mr. Majeski with Compass Real Estate spoke on behalf of the client explaining the dedication of land for expansion of right-of-way along the frontage of Clairemont Avenue would expand into the open space on the site and place an undue burden on the development. Mr. Majeski explained the parking spaces near the access point off Stein Blvd. are currently shared under agreement with neighboring property owners. Mr. Bohan with Advanced Engineering Concepts expressed support of the project and highlighted the decrease in impervious space.  
  
Commissioner Seymour moved to recommend approval of the rezoning and general development plan with staff conditions. Commissioner Proznik seconded and the motion carried.

8. Rezoning (Z-1305-04 Amd) & (P-10-21)– Countrified Acres

Mr. Petrie presented a request to amend R-2P zoning of the general development plan for twin homes and twin duplexes and approval of the preliminary plat. The applicant seeks to reduce the setback from thirty (30) feet to twenty-five (25) feet. Mr. Petrie explained the proposed application meets density standards for low-density residential found in the Comprehensive Plan and minimum lot requirements of the R-2 zoning district. Mr. Bohan with Advanced Engineering Concepts expressed support for the project and shared how the density fits within the standards for R-1 and R-2. He explained the flag lot is required due to the shape of the parent parcel and existing utilities while the proposed unit will be at least 80 feet from the neighboring lot to the north. The applicant seeks the reduced front yard setback due to existing utilities on site. Jeremy Skaw with Real Land Surveying expressed support for the project. The property owner, Mr. Semling, expressed support for the project.

Carl Serum, 3908 Mill Run Road, with the West Ridge Village Home Owners Association (HOA) requested the expansion of the sediment pond on Outlot 1.

Gloria Helmbrecht, 4027 Mill Run Road, with the West Ridge Village Home Owners Association (HOA) expressed the parent parcel falls within the HOA and should comply with the bylaws. She expressed concerns that renters may occupy the units.

Ron Walsh, 4001 John Hart Place, with the West Ridge Village Home Owners Association (HOA), wishes the future development to meet HOA bylaws and the removal of the flag lots to expand storm water detention.

Mr. Semling stated the parent parcel was removed by a previous owner from the HOA. The area has existing natural landscaping which they will retain along the northern property line with minimal alteration for storm water management.

Commissioner Christopherson moved to recommend approval of the rezoning and general development plan with staff conditions. Commissioner Seymour seconded. Commissioner Christopherson moved to amend the original motion confirming the property has been removed from the Homeowners Association and to remove the flag lot. Commissioner Proznik seconded and the motion failed to carry (4-4).

Commissioner Gragert moved to postpone to the August 16<sup>th</sup> meeting to allow the neighbors to be more engaged and to give the developer the opportunity to communicate with the neighborhood. Commissioner Obaid seconded and the motion carried (7-1).

9. Final Plat (P-3-21) – Timber Bluff II, Phase I

Mr. Allen presented a request for approval for the final plat for Timber Bluff II, Phase I. The final plat reflects the approved preliminary plat and consists of 27 lots with reduced front yard setbacks. Mr. Gartmann with Real Land Surveying expressed support for the project and noted the consistency with the approved preliminary plat.

Commissioner Seymour moved to recommend approval of the final plat. Commissioner Christopherson seconded and the motion carried.

10. Condo Plat Addendum (P-7-21) – The Ridges Condo - Gables Place

Mr. Wittwer presented a request for the addendum to the condo plat at Gables Place adjacent to Otter Creek. The applicant seeks to remove one of two units and thereby construct only one unit. The project has potential storm water issues and environmentally sensitive areas including

wetlands. The proposed project will be reviewed by the Department of Natural Resources and the West Central Wisconsin Regional Planning Commission if approved.

Commissioner Seymour moved to recommend approval of the Condo Plat Addendum. Commissioner Proznik seconded and the motion carried.

11. Preliminary Plat (P-8-21) – Mill Meadows West

Mr. Graybehl presented a request for approval of a preliminary plat for Mill Meadows West, west of North Town Hall Road. This is for a parcel that is currently zoned R-1, for a project known as Mill Meadows West. This will be a temporary cul-de-sac for the extension of the proposed street.

Pete Gartmann with Real Land Surveying spoke about the proposed preliminary plat and noted transitional development between the city and the country. Nick Brenner with Menard, Inc. noted this is a different housing development with larger lots with more land.

Commissioner Seymour moved to approve the preliminary plat. Commissioner Gragert seconded and the motion carried.

12. Certified Survey Map (CSM-9-21) – Southeast corner of Sheeder Road and Old Town Hall Road

Mr. Allen presented a request to approve a certified survey map in the Town of Washington. The parent parcel has existing environmentally sensitive areas including steep slopes and wetlands on site. The CSM proposes three (3) lots of which two (2) are less than the minimum standard of ten (10) acres in the sewer service area. Sean Bohan with Advanced Engineering Concepts expressed support for the project and added that the site would require a lift station to connect the existing utility system if located within City limits; lot 2 and 3 have little developable land due to the presence of environmentally sensitive areas; the surrounding lots are of similar size to those proposed; difficulty with further utility extension on the surrounding streets; and it is an infill project.

Commissioner Proznik moved to approve the preliminary plat. Commissioner Christopherson seconded and the motion carried.

13. Site Plan (SP-2124) – Tree Loft Apartments

Mr. Petrie presented a request to approve a site plan for Tree Loft Apartments located at 3501 Gateway Drive. The site plan shows a 38-unit apartment with solar-ready roof tops. Mr. Appel with Advanced Engineering Concepts expressed support for the proposed project. He explained the gazebo was moved between the building and Gateway Drive. Justin Held with Held Homes explained the garage in the front will be for grounds crew.

Commissioner Seymour moved to approve the site plan with staff conditions. Commissioner Gragert seconded and the motion carried.

14. Site Plan (SP-2125) – Burger King

Mr. Graybehl presented a request to approve a site plan for a Burger King located at Craig Road and Atrium Court. The proposed site plan shows a Burger King at 3,290 square foot. A proposed CSM will need to be approved. The site plan shows the parking of 31 parking stalls and bicycle parking is shown. The landscape plan shows foundation plantings, street trees, and landscaping around the dumpster screening.

John Kayser, 1624 W. 18th Street in Chicago, noted that the proposed site works well for the restaurant and the parking is more than enough. The drive-thru business is key to the restaurant with the double drive-thru.

Commissioner Seymour moved to approve the site plan with staff conditions. Commissioner Proznik seconded and the motion carried.

15. Shawtown Neighborhood Plan Discussion  
Mr. Allen presented a request by the Shawtown Neighborhood to create a neighborhood plan. The neighborhood does not have an adopted plan and has expressed interest in working with the City to adopt one. Preparing the plan will likely begin in early 2022 with input from the residents and the Plan Commission and assistance from staff.
16. Certificate of Appreciation – Commissioner Proznik  
Chairperson Granlund presented Commissioner Proznik with a Certificate of Appreciation thanking her for her service to the Commission.
17. Future Agenda Items and Announcements - The next meeting is scheduled August 2<sup>nd</sup>.
18. The meeting adjourned at 10:30 p.m.

  
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Zina Obaid, Secretary