

November 10, 2020 5:30 PM

Call to Order: The Plan Commission Meeting was called to order by Chairman Devine at 5:49 PM when a quorum was available.

Roll Call: Chairman William Devine, Carl Johnson, Steve Pate and Ken Ryczek were present. Rich Jacobson and LeAnna Rittmann were absent with notice.

Others Present: Town Attorney John Miller, Town Engineer Robert Roth, Clerk Marlo Gustafson, Supervisor Cawley, John Carew, John Thiel, Gary Edwards, Jake Stelter, Eric Drazkowski, Daniel, Cherie, and Israel Sparling were also present.

Verification of Public Notice: The Public Hearing Notice was posted and published according to law and sent to neighboring property owners within 300'. The Agenda was also posted and published according to law.

Public Hearing: Chairman Devine opened the public hearing at 5:49 PM. Chairman Devine began accepting comments from the floor. John Carew read through the submitted Project Narrative. Eric Drazkowski asked that the Plan Commission recommend approval to the Town Board to keep the project on schedule. There were no comments in opposition. The public hearing closed at 6:01 PM.

Approval of Agenda: Motion by Pate/Johnson to approve agenda as posted. All in favor by call of roll.

Approval of Prior Meeting Minutes: Motion Johnson/Ryczek to approve the minutes of October 6, 2020 as presented. All in favor by call of roll.

Carew Concrete & Supply Company Inc.: Excel Engineering, on behalf of Carew Concrete & Supply Company, has submitted a set of review documents to the Town for a Conditional Use Permit (CUP), Erosion Control Permit, and Site Plan for a batch plant to be replaced on the existing site located at N6541 US Hwy 16-51, Pardeeville. The property is zoned I-2 (general industrial).

Town Engineer, Robert Roth, read through his review letter dated November 6, 2020. It was determined that the project does not require stormwater management since the level of impervious surface has not changed. Items typically evaluated within the highway corridor were discussed. The Town Engineer recommended approval of the Conditional Use Application subject to the following conditions:

1. Lighting to be provided at the entrance drives, to a level approved by the Town Engineer and an updated lighting plan to be provided to the Town (to include light pole(s) at entrances.
2. Height of the gravel storage piles to remain at their current level, which applicant agrees shall not exceed twenty-five (25) feet in height.
3. The site shall be screened from view from Highway 51-16 utilizing the existing

tree canopy. The tree canopy/screening shall be documented on the Site Plan and supplemented with additional screening (plantings of at least 3" caliper) where such existing screening is deficient. No tree removal on Applicant's property can be done without prior approval of the Town. If any of the current screening located within the road right of way is removed, it is to be replaced on the Applicant's property with plantings of at least 3" caliper. All screening, existing and proposed, shall be maintained by the Applicant for the duration of the CUP. If the Town finds that screening is inadequate, the Applicant shall restore screening to the Town's satisfaction upon notification. The Town's approval shall not be unreasonably withheld.

4. Given its height and visibility in this highly traveled highway corridor, the building exterior for the new building shall include architectural elements that will be added to the metal panels and provide aesthetic relief. Such improvements shall be added to the Building Plans upon confirmation by the Town Engineer.
5. Hours of operation shall be 6 AM to 6 PM daily. Hours may be expanded on a special need or limited project basis, with advance written notification to the Town Clerk.
6. Modifications to the Site Plan shall be submitted to the Town for its review and approval.

Motion Pate/Ryczek to recommend approval of the applications to the Town Board incorporating the conditions recommended by the Town Engineer and agreed to by the applicant. All in favor by call of roll.

Overflow Discount Foods: The public hearing and initial review of the Plan Commission occurred on October 6, 2020. Further information was requested at that time and the specific items requested were listed on the Town Engineer's review letter dated November 5, 2020. Items typically evaluated within the highway corridor were discussed. The Town Engineer recommended approval of the Application, subject to the following conditions:

1. The mixed use of the various units being rented on the premises, shall be identified on the Grothman exhibit or on a separate attachment, so that the reviewing authorities can identify if the uses are compatible and are in compliance with zoning requirements.
2. The installation of additional landscaping along the front of the building and south parking lot, taking into consideration the Town's comprehensive plan along this highly visible highway corridor. The proposed landscaping plan is to be approved by the Town Engineer and Town Chairman.
3. Repairs to the parking lot to make the parking lot more suitable for retail customers, namely crack filling, sealing, and striping, to be completed by July 31, 2021. (The landowner stated that he has already planned to make those repairs by that date).
4. Improvements be made to the lighting, namely additional wall packs and

additional lights at the Northwest entrance, to include light pole(s) at entrances. Those improvements are to be set forth in a revised lighting plan to be submitted to the Town for approval by the Town Engineer and Town Chair.

5. The hours of operation shall be within the range of 8:00 a.m. to 8:00 p.m. daily.
6. There shall be no outdoor storage or displays. Sales and storage are only to occur indoors. Further, processing, preparation or serving of food or beverages shall not be permitted on site.
7. The dumpsters shall be relocated to an area that is not visible from the road (the owner states he will relocate the dumpsters to an area behind the building).
8. Any significant changes to the site plan shall be submitted to the Town for its review and approval.

Motion by Pate/Ryczek to recommend approval of the Application to the Town Board incorporating those conditions recommended by the Town Engineer. All in favor by call of roll.

Pacific Ridge Issue – Maintenance of Outlots and Stormwater Improvements: More information would be forthcoming at a later date.

Building Inspection Report: Report reviewed.

Other Reports: None.

Adjourn: Motion by Johnson/Ryczek to adjourn at 9:03 p.m. All in favor by call of roll.

Marlo Gustafson, Recording Secretary