



PLANNING COMMISSION
MEETING WEDNESDAY, MARCH 17th, 2021 at 5:15 PM
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE

CALL TO ORDER: Chairman Jochman called the Planning Commission meeting of March 17, 2021 to order at 5:15 pm.

PRESENT: Chairperson: Chair Dennis Jochman
 Commissioners: *Mr. Aaron Sabel
 Mr. Tom Young,
 Mr. Morris Cox,
 Mr. James Zielinski,
 Ms. Tracy Romzek,
 *Mr. Michael Scheibe
 (*) indicates they were present via video call

 Staff: Community Development Director George Dearborn
 Associate Planner Farrah Yang

 Other: Village Manager Jeff Sturgell
 Joel Ehrfurth, MACH IV Engineer for Golf Bridge Apartments

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – February 17th, 2021

A motion was made by Mr. Cox, seconded by Mr. Young to approve the meeting minutes of Wednesday, February 17th, 2021 with no corrections.

The motion carried 7-0.

OLD BUSINESS

None

NEW BUSINESS

1. Certified Survey Map – 638/40 Millbrook Lane

Director Dearborn said that there is currently one lot and the applicant desires to create a zero lot line Certified Survey Map. The approach is that it splits the lot and duplex in half. Each unit would own their own land. Staff recommends approval with conditions that all taxes are paid and that the Community Development Department will receive a copy of the Certified Survey Map when it is recorded.

A motion was made by Mr. Cox and seconded by Mr. Zielinski to approve the Certified Survey Map with the following conditions:

1. All taxes must be paid prior to recording the Certified Survey Map.
2. A copy of the recorded Certified Survey Map must be given to the Village’s Community Development Department.

The motion carried 7-0.

2. Certified Survey Map - 1755 Golf Bridge Rd

Director Dearborn said there have been a few projects proposed for this property, one in 2002 and the second in 2006. It has always been two parcels. He said it looks like they are moving ahead to combine the two lots with the ultimate goal of a Planned Development District (PDD) request next month. This Certified Survey Map (CSM) simply combines two parcels with the standard conditions, taxes being paid and a copy of recorded Certified Survey Map being provided to the Community Development Department. Staff recommends approval.

Mr. Cox asked if this CSM just went through a public hearing.

Director Dearborn responded that it did not as CSMs do not require a public hearing. Projects for these parcels have been on and off for a number of years with various multifamily projects proposed. He said that next month, his understanding is that a PDD would be for an apartment complex. It is zoned for that purpose.

Mr. Young asked for a sneak peek for what is coming.

Director Dearborn said the development would include a detention pond and meet other screening requirements. Staff has seen the concept and they envision that the development will be similar to what is described in the memo.

Mr. Young asked about how the apartments fit into the Future Land Use Map with single-family on the east side of these two parcels.

Director Dearborn replied that the Future Land Use Map shows these two parcels as high-density residential which fits the project.

A motion was made by Mr. Young, and seconded by Ms. Romzek to approve the Certified Survey Map with the following conditions:

1. All taxes must be paid prior to recording the Certified Survey Map.
2. A copy of the recorded Certified Survey Map must be given to the Village's Community Development Department.

The motion carried 7-0.

OTHER BUSINESS

1. Development Activity Report

Director Dearborn said there have been three new SF permits and one duplex permit for February, which makes 11 single-family homes to date. The value is higher last year than this year because there were carry over commercial projects from the prior year. The value should exceed last year's though. Some multifamily, senior housing projects and more single-family homes are anticipated in the next few months. Some other projects also expected.

COMMUNICATIONS

1. Sustainability Committee Report

Director Dearborn said that the committee continues to see successes in plastic film recycling. At least twice a week the Village receives full bins of plastic. The E-Recycling event is on April 17th. The

gardens are all filled and there was discussion on encouraging people to recycle properly.

2. MS4 Report

Director Dearborn said the MS4 Report is mandated by the Wisconsin DNR every year. Additional information includes maps and other information. It was an interesting year with limitations due to covid-19 for in-person inspections. Public education included the river clean up in August and one E-recycling event. Volunteers also handed out information about stormwater during the event.

Director Dearborn said that workload is getting to be more due to the increasing requirements from the DNR and EPA. He continues to encourage additional staffing to assist in the onsite inspections as they take a lot of time to do it correctly.

Mr. Young asked how the public uses the interactive map for stormwater.

Director Dearborn said they cannot but if they need info, staff can give information to them.

Director Dearborn said the report could be changed per public and Village Board input.

Mr. Cox made a motion, seconded by Mr. Zielinski, to accept the report as written and recommend it becomes fully approved after the remarks from public and Village Board.

The motion carried 6-0. *(Mr. Sable's call dropped and his vote was unable to be recorded).*

3. Informational Extraterritorial Certified Survey Map – Clayton Booster Pump

Director Dearborn said that the Planning Commission still does extraterritorial reviews for Clayton. They are supposed to provide us with the information from Certified Survey Maps or plats that come to them. They are splitting off a parcel for the pump station. If Clayton is successful with incorporation then we will not see these anymore. We do not collect money or make any formal action for these reviews.

Mr. Cox asked what would happen if there are conflicts or issues with Clayton such as a street that goes into Clayton but they decide to cut it off and put a building there instead.

Director Dearborn said that the Village does not have that authority anymore when they entered into the agreement with Clayton.

Chairman Jochman added that communities could negotiate amongst themselves.

Public Forum

Mr. Young asked about the thinning out of woods on West American Drive.

Director Dearborn said that a senior housing project that are small cottages is being proposed there and the project could be coming in the next month.

Mr. Zielinski asked about the stimulus money by the federal government and how it would be allocated to local municipalities.

Village Manager Sturgell said that the League of Wisconsin Municipalities sent out a newsletter that for a community of 50,000 or larger, they would get money directly from Federal government. For communities below 50,000, the State would get the money first and distribute it to them based off a formula from the Federal government. If the State does it in their own way, there is a penalty. Mr. Sturgell said that there is no determination of what the formula is and what the Village will receive. Last year, there were different types of funds that came down and the Village did receive some direct money from the State of \$13,000. The money was specific to elections so the Village purchased new election machines, PPE, and other materials with the funds. The larger amount came to over \$250,000-\$300,000 and that came in stages with strings attached to it limiting it to certain items. If communities could not use all the money, they could forward it to school districts if they needed the money. But then the rules opened up after a few weeks and Communities were able to use the money to pay their Police Officers or Fire Fighters for time they spent due to COVID. Mr. Sturgell suspects that this determined amount will be able to be use it the way the Village used it in 2020.

ADJOURNMENT: A motion was made by Mr. Young and seconded by Mr. Cox to adjourn.

The motion carried 6-0. *(Mr. Sable's call dropped and his vote was unable to be recorded).*

5:55 p.m.
Plan Commission
March 17th, 2020 Minutes
Farrah Yang, *Recording Secretary*