CITY OF EDGERTON EDGERTON CITY HALL 12 ALBION STREET EDGERTON, WI

PLANNING COMMISSION

Wednesday, September 18, 2024 at 6:00 P.M.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

- 1. Call to Order; Roll Call.
- 2. Confirmation of appropriate meeting notice posted Friday September 13, 2024.
- 3. PUBLIC HEARING:
 - A. The Plan Commission will hold a public hearing to consider a request by Kwik Trip Inc for approval of a conditional use permit to allow the construction of an addition for the parcel located at 505 N Main Street.
 - B. Close the public hearing.
- 4. Consider a request by Kwik Trip Inc for approval of a conditional use permit to allow the construction of an addition for the parcel located at 505 N Main Street.
- 5. PUBLIC HEARING:
 - A. The Plan Commission will hold a public hearing to consider a request by Foursight Development Group to rezone 1.4 acres located west of Diane Drive from A-1 Agriculture to R-2 Residential District Two.
 - B. Close the public hearing.
- 6. Consider a request by Foursight Development Group to rezone 1.4 acres located west of Diane Drive from A-1 Agriculture to R-2 Residential District Two.
- 7. Approve August 26, 2024 Plan Commission meeting minutes:
- 8. Consider a preliminary Certified Survey Map to create two residential lots from the parcel west of Diane Drive for Foursight Development Group.
- 9. Consider easement release in parking lot area of 116 Swift Street.
- 10. Set next meeting date and future agenda items.
- 11. Adjourn.

cc: Commission Members All Council Members Department Heads
City Engineer Newspapers

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341.

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Planning Commission."

FROM: Ramona Flanigan

MEETING DATE: September 18, 2024

GENERAL DESCRIPTION

Description of Request: Approval of a site plan and a conditional use permit to allow the construction of an addition to the existing convenience store.

Location: 505 N Main St (6-26-358.3)

Applicant: Kwik Trip Inc

Current Zoning/Land Use: B-1 / convenience store and gas station

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the <u>Edgerton Zoning and Subdivision Ordinances</u> and has the following comments:

- 1. The subject parcel is located at 505 N Main Street. The parcel is zoned B-1 Local Business District. The petitioner proposes to construct a 230 sf addition to the east side (rear) of the structure.
- 2. The proposed addition will be for refrigerated storage. The structure will be faced with brick to match the existing structure. There are no exterior doors in the addition. A retaining wall will be installed east of the addition due to the grade.
- 3. The ordinance requires the installation of plantings having a value of 23 landscape points.
- 4. The building is in a floodplain. Floodproofing may be required which may impact the exterior materials for the lower portion of the structure.

STAFF RECOMMENDATION

Staff recommends the Plan Commission grant site plan approval and a conditional use permit to allow the construction of an addition to the structure located at 505 N Main St with the following conditions and findings:

Conditions

- 1. The petitioner complies with floodplain regulations.
- 2. The petitioner complies with landscape ordinance requirements.

Findings

- 1. The proposed conditional use <u>with the above conditions</u> is in harmony with the purposes, goals, and objectives of the Master Plan or the Zoning Ordinance. 450-16(D)(3)(a).
- 2. The proposed conditional use, in its proposed location and as depicted on the site plan, will not result in undue adverse impact on nearby property, the character of the neighborhood, traffic factors, and public rights-of-way. 450-16(D)(3)(c).
- 3. The proposed conditional use maintains the desired land use intensity and land use impact as it relates to the environs of the property 450-16(D)(3)(d).
- 4. The proposed Conditional Use will not create major undesirable impacts on nearby properties, the environment, or the community as a whole, per Section 450-16(D)(3)(e).
- 5. The potential public benefits of the proposed conditional use outweigh any and all potential adverse impacts of the proposed conditional use.



Store Engineering

fax 608-793-6237

1626 Oak St., P.O. Box 2107 La Crosse, WI 54602

www.kwiktrip.com

Site Narrative - CUP 08/13/2024

Project Name and Address

Kwik Trip 675 505 North Main Street Edgerton, WI 53534

Parcel Information/Site Data/Zoning Classification

- Tax Parcel #: 6-26-358.3
- The entire lot area is 1.18 Acres
- B1 Business

Existing Site Conditions/Land Use:

- The existing parcel is currently owned and operated as a Kwik Trip.
- Jensen Street borders the site to the North, York Road Borders the site to the East, North
 Main Street Borders the Site to the West, and a M1-Manufacturing Parcel borders the site
 to the south.

Site Selection

• Kwik Trip is already in operation at this parcel and is proposing a small expansion to the east of the existing facility.

Proposed Building and All New Site Improvements.

- Construction of a small 230sf building addition on the east side of the existing convenience/retail facility.
- The addition will be used for Refrigerated Storage to allow for additional equipment and safer work environment for the employees in the existing kitchen area
- The approximate site disturbance area will be 2,000sf (0.045 acres).
- The addition meets the building set back requirements, The rear building setback is 25'.
- A retaining wall will need to be built as there is a small hill behind the existing building.
 some trees will need to be cleared for construction and some minor grading will need to occur.

OUR MISSION

To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life.

Architecture Description

- The existing convenience store is based on Kwik Trip's current prototypical appearance.
 This facade includes upscale materials (Brick veneer, Asphalt Shingles, and Stucco) The materials will include a red brick, cream soldier course banding, aluminum framed windows with mullions details to create additional interest, an asphalt shingled roof and exterior finish system background to the gable returns for the signage articulation.
- The proposed addition will include brick façade, metal trim, and a white flat roofing membrane for weather proofing durability. These materials will blend in with the existing Architecture of the Existing Facility.

Explanation of Business Activities

- This Kwik Trip is currently open 24 hours per day, 7 days per week.
- The anticipated number of employees is 15 full time and 15 part time employees, with 4-6 employees on staff at any given time.
- The anticipated number of customers is 2,000 per day or 15,000 per week.
- There is not a carwash at this location
- Grocery truck deliveries will include 1 time per day and typically occur around 9pm.
- Fuel delivery is expected to be every other day around 11am.
- A delivery loading zone is located on the south side of the facility for products and fuel delivery at the fuel tanks is located on the south as currently exists.
- There will be no change to the existing outdoor merchandising: ice, firewood, and propane next to the store and softener salt under the gas canopy.
- Outdoor Storage Items will include Outdoor Ice Merchandisers, an LP Storage Cage, a
 Firewood Display, Water Softener Salt displays, a Recycle Center, Trash Cans, and a Picnic
 Table.

Potential Nuisances to Adjoining Property Owners

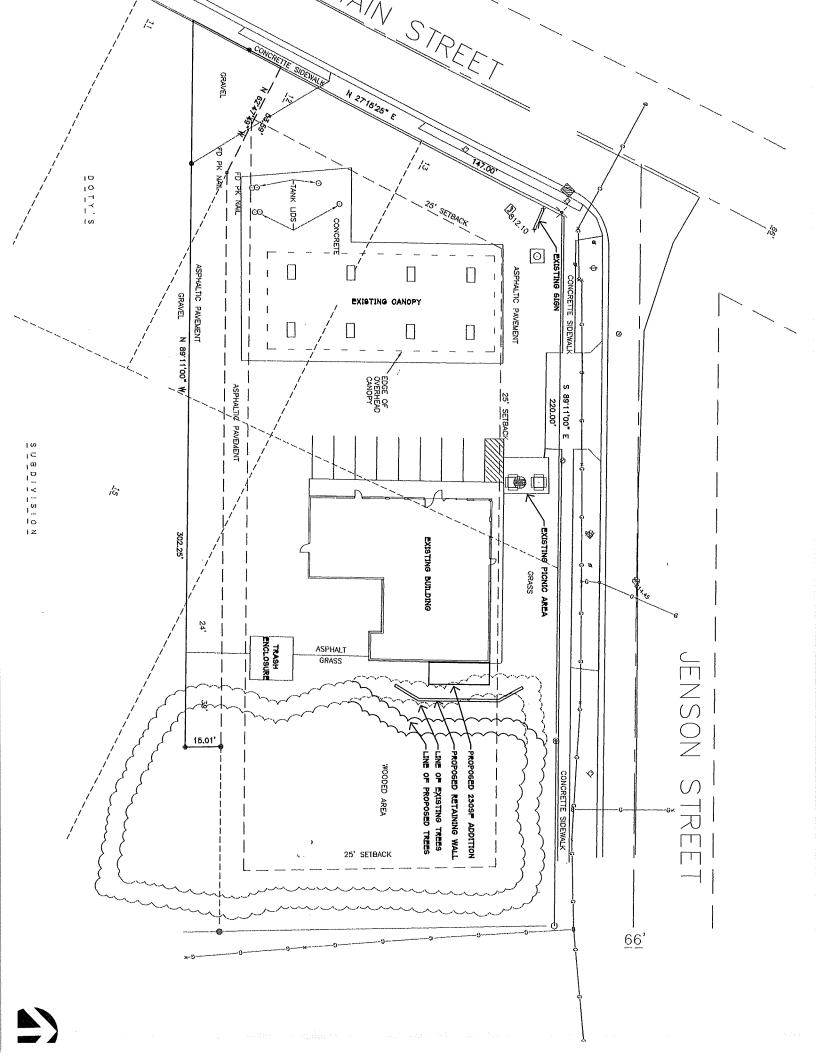
- Kwik Trip sites are kept clean, neat, and orderly at all times. We would never want to
 become a nuisance to any of our neighbors therefore we take a lot of pride in our
 operations and keeping up a well-maintained facility. We have a great reputation for clean
 bathrooms as well as an overall clean business operation. Any outdoor storage of materials
 is also kept up and well maintained to not become an issue.
- All waste will be stored in the waste enclosure. The existing waste enclosure is located on the south east corner of the site.
- The architectural style of the building will fit in and compliment surrounding commercial developments. See architectural description.
- No negative traffic impacts to the neighborhood are anticipated as a Kwik Trip already exists as this location.

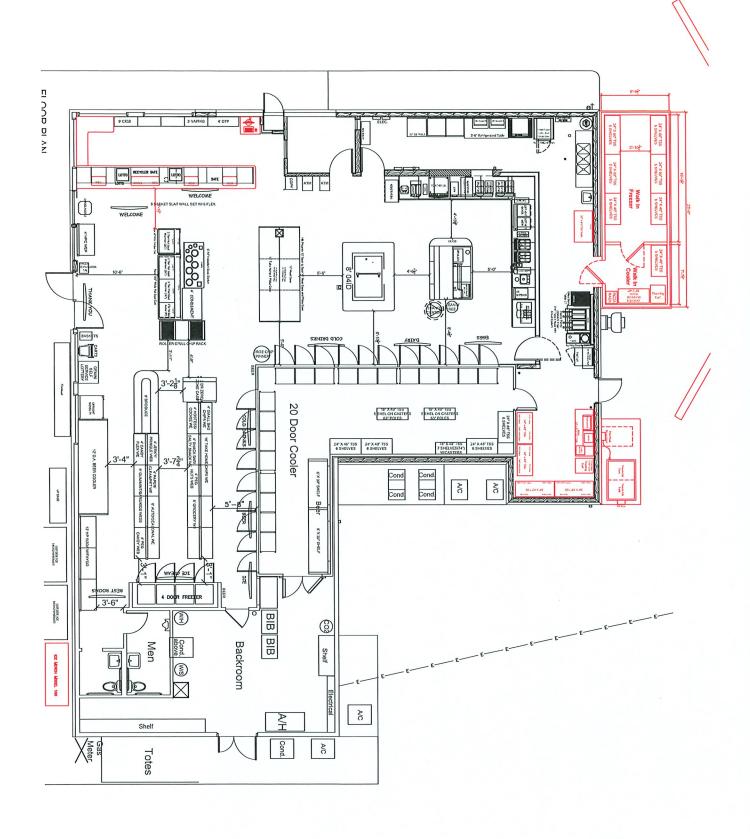
Construction Timeline

 Proposed construction start date is November 4th, 2024 with an anticipated completion date of December 14th, 2024.

Estimated Value of Project

Approximately \$260,000













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MATCH EXISTING SOLDIER COURSE ____MATCH EXISTING BRICK

REAR ELEVATION

KWIK TRIP, Inc. P.O. BOX 2107 1626 OAK STREET ACA GOSSE, M 54602-2107 PH. (608) 781-8986 FAX (608) 781-8980

STAR STORES

STORES

KWIK

MWINTRIP

FRONT ELEVATION SCALE: 1/8" = 1:0"

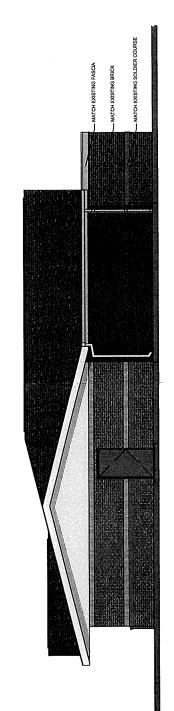
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CONVENIENCE STORE	[점]	 		l			
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KWIK TRIP, Inc. P.O. BOX 2107 1626 OAK STREET LA CHOSSES, IN 54602-2107 PH. (608) 781-888 FAX (608) 781-886

TRIP TRIP STORES STXR

Kwik TRIP

LEFT ELEVATION SCALE: 1/8" = 1'-0"



949#

RIGHT ELEVATION

FROM: Ramona Flanigan

MEETING DATE: September 18, 2024

GENERAL DESCRIPTION

Description of Request: Approval of a zoning change from A-1 Agriculture to R-2 Residential District Two.

Location: Parcel west of Diane Drive (parcel #6-26-1192)

Applicant: Foursight Development Group

Current Zoning/Land Use: R-2 / undeveloped

Parcel Size: approx. 1.4 acres

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the <u>Edgerton Zoning and</u> Subdivision Ordinances and has the following comments:

Rezone

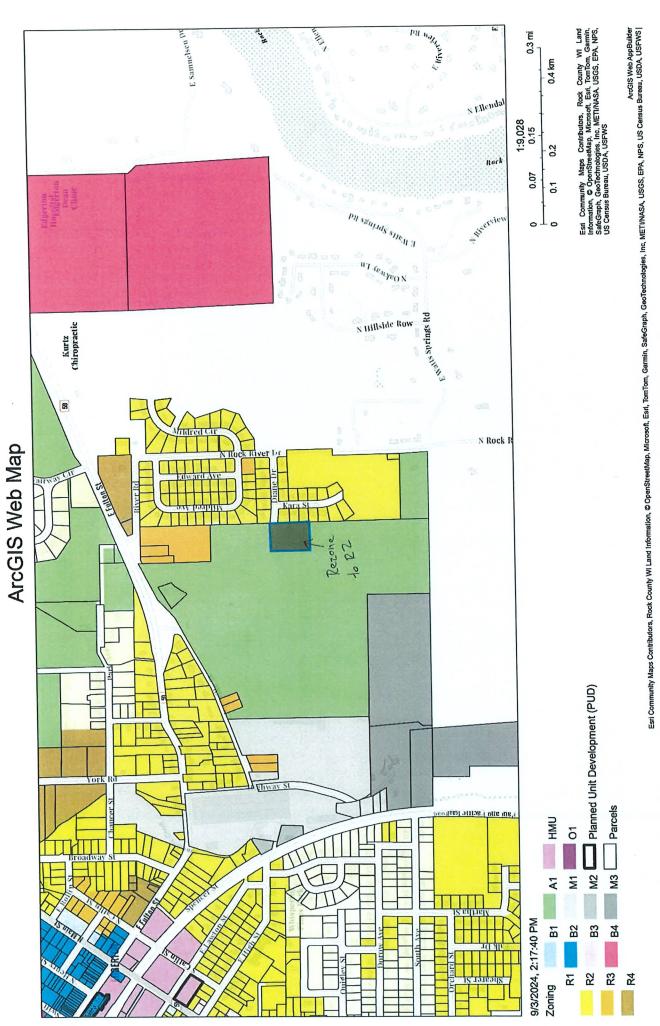
- 1. The subject parcel, located west of Diane Drive, is zoned A-1 Agriculture. The petitioner proposes to rezone 1.4 acres of the 69 acre parcel to R-2 and then divide the 1.4 acres into two residential parcels. (see attached)
- 2. Zoning and land uses of adjacent parcels consist of the following: R-2 residential (single family) to the east; A-1 Agriculture (open space and environmental corridor) to the south, north and west.
- 3. R-2 zoning allows for single family structures as a permitted use. Structures having two units require a conditional use permit. The petitioner indicates they plan to construct two single family structures.
- 4. The proposed rezoning is in conformance with the Master Plan.

STAFF RECOMMENDATION

Staff recommends the Plan Commission recommend approval of the rezoning from A-1 Agriculture to R-2 Residential District Two for the 1.4-acre area west of Diane Drive with the following conditions:

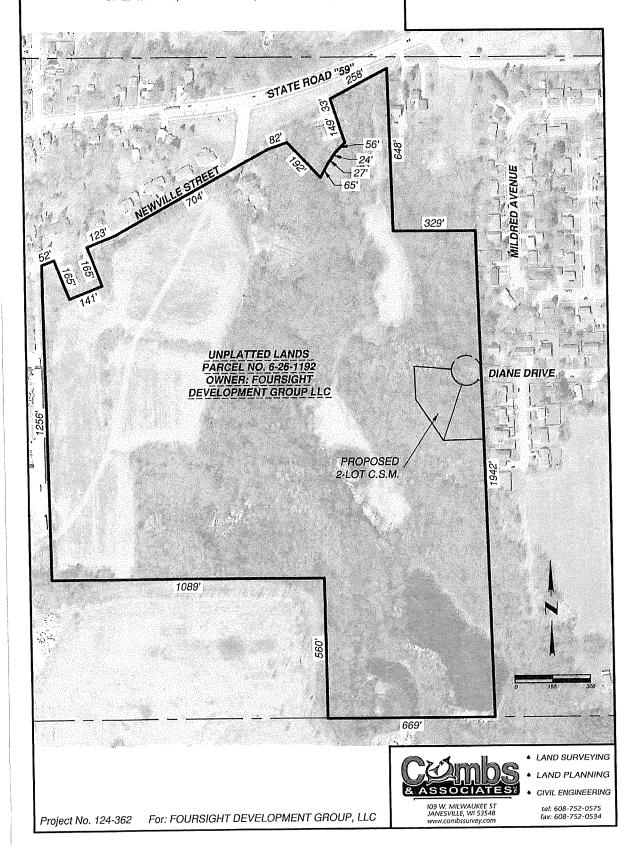
1. The petitioner is granted approval of a final Certified Survey Map and that the actual boundary of the rezoned area coincide with the final CSM boundary.

This recommendation is based on the finding that the potential public benefits of the proposed rezoning outweigh any and all potential adverse impacts of the proposed rezoning.



PRELIMINARY CERTIFIED SURVEY MAP

OF PART OF ASSESSOR'S PLAT OUTLOT 272 AND ALL OF OUTLOT 273 SITUATED IN THE NORTHEAST AND SOUTHEAST QUARTERS OF THE NORTHEAST QUARTER OF SECTION 10, T.4N., R.12E., OF THE 4TH PM, CITY OF EDGERTON, ROCK COUNTY, WISCONSIN.



AUGUST 26, 2024 PLAN COMMISSION MEETING MINUTES CITY OF EDGERTON

Commission Chair Chris Lund called the meeting to order at 5:30 p.m.

Present: Chris Lund, Jim Burdick, Theran Springstead, Jim Kapellen, Julie Hagemann, and Ron Webb.

Excused: Paul Davis

Also present: City Administrator Ramona Flanigan and citizens.

Flanigan confirmed the meeting agendas were properly posted on Friday, August 23, 2024 at the Post Office, Edgerton Library, the City's website and City Hall.

MINUTES: A Ron Webb/Jim Burdick motion to approve the July 31, 2024 Plan Commission meeting minutes passed, all voted in favor.

CONCEPT SUBDIVISON PLAN FOR 701 NEWVILLE ST: Foursight Development Group presented plans for a 69- acre development on Newville St. A portion of this parcel is in an environmental corridor due to steep slopes, woodland, and wetlands. The developer is proposing 29 single family lots; 7 duplexes; and two 8-unit multifamily structures. The duplexes would back up to Newville Street. The 8 unit buildings would back up to a large industrial building.

This parcel does not include parkland. The Comp Plan does recommend that parkland be dedicated with this subdivision. Stormwater is planned for the area near the end of the cul-de-sac in the NW corner of the site and in the environmental corridor. Water mains will need to be installed in the west street connected to Newville St.

Jim Kapellen stated he would like to see 2 less duplexes and more single-family parcels. This would align more closely with the ratios set in the Comp Plan.

Theran Springstead was concerned with the parking on the proposed road if all the duplexes have driveways facing the road. This would allow parking on only one side of the road. With the streets being built narrower, it could cause issues. He suggested having some of the driveways face Newville Street instead.

The location of the park will also need to be an important consideration. Ideally, the park should be located in a centrally to make it accessible for surrounding development.

The Commission requested the Developer submit another concept plan with some suggested changes to the number of duplexes and single-family lots to see if the ratios could get closer to the current comp plan guidelines.

PUBLIC HEARING: The Plan Commission held a public hearing to hear comments regarding a request by David and DeEtta Shanklin Revocable Trust for approval of a conditional use permit to allow the construction of a fence taller than allowed by the ordinance for the parcel located at 1 Head St.

Flanigan stated the petitioner would like to construct a fence at 1 Head St. The petitioner would like to build a 6' fence in the front yard. City ordinances limit fences in the front yard to no taller than 4'. The proposed fence will also be a solid fence. The Plan Commission does not have authority to rule on the opacity of the fence.

David Shanklin, 1 Head St, presented letters from medical personnel describing a medical condition of a family member, which justifies the reasons why the fence is needed.

Nick Lowe, 3 Head St, spoke against the construction of the fence. He feels the current ordinance is adequate to promote the beautification of the existing neighborhood. He stated the fence part that is adjacent to his property is currently proposed to be built on the property line. He stated his kitchen is on that side of the house. With the elevation of his house, he would have a direct sight of the back yard of the petitioner's property. He is suggesting building that portion of the fence back approximately 25' giving them more privacy in their yard.

Larry Witzel, 7 Head St, feels this fence is a bad fit for the neighborhood.

Hearing no further comments, Mayor Chris Lund closed the public hearing.

CONSIDER REQUEST BY DAVID AND DEETTA SHANKLIN REVOCABLE TRUST FOR APPROVAL OF A CONDITIONAL USE PERMIT TO ALLOW THE CONSTRUCTION OF A FENCE TALLER THAN ALLOWED BY ORDINANCE FOR THE PARCEL LOCATED AT 1 HEAD ST: Jim Kapellen/Ron Webb moved to approve a conditional use permit for David & DeEtta Shanklin Revocable trust for construction of a fence taller than allowed by the ordinance for the parcel located at 1 Head St with the following conditions and findings:

- Conditions:
 - 1. The fence is no taller than 6' and not closer to the front property line than 6';
 - 2. The increase in height shall in no way further obstruct vision for intersecting streets, driveways, sidewalks or other traffic areas:
 - 3. The fence shall be screeded on its external side with adequate plants so as to maintain an attractive appearance to said side.

Findings:

- 1. The proposed conditional use, with the above conditions, is in harmony with the purposes, goals, and objectives of the Master Plan or the Zoning Ordinance. 450-16 D(3)(b).
- 2. The proposed conditional use, in its proposed location and as depicted on the site plan, will not result in undue adverse impact on nearby property, the character of the neighborhood, traffic factors, and public rights-of-way. 450-16 D(3)(c).
- 3. The proposed conditional use maintains the desired land use intensity and land use impact as it relates to the environs of the property. 450-16 D(3(d).
- 4. The proposed conditional use will not impose undue burdens on facilities serving the property, per Section 460-16 D (3)(e).
- 5. The potential public benefits of the proposed conditional use outweigh any and all potential adverse impacts of the proposed conditional use. 450-16 D(3)(f).

The motion failed on a 3/3 roll call vote.

EXTRATERRITORIAL LAND DIVISION FOR ALCIVIA TO CORRECT A CSM ON PIERCE RD IN SECTION 26 OF THE TOWN OF ALBION: A Jim Kapellen/Ron Webb motion to approve an extraterritorial land division for Alcivia to correct a CSM on Pierce Rd in Section 26 of the Town of Albion passed on a 6/0 roll call vote.

Being no other business before the Commission, a Ron Webb/Julie Hagemann motion to adjourn passed, all voted in favor.

Ramona Flanigan/wjl City Administrator

FROM: Ramona Flanigan

MEETING DATE: September 18, 2024

GENERAL DESCRIPTION

Description of Request: Petition for approval of a preliminary 2 lot certified survey map

Location: Parcel west of Diane Drive (parcel #6-26-1192)

Applicant: Foursight Development Group

Current Zoning/Land Use: R-2 / undeveloped

Parcel Size: approx. 0.6 and 0.8 acres

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the <u>Edgerton Zoning and Land Division Ordinances</u> and has the following comments:

- 1. The proposed parcels are zoned A-1 Agriculture. The petitioner has requested approval to rezone the proposed parcels to R-2 Residential to allow the construction of 2 single family homes. Zoning and land uses of adjacent parcels consist of the following: R-2 residential (single family) to the east; A-1 Agriculture (open space and environmental corridor) to the south, north and west.
- 2. The petitioner proposes to divide the parcel into 2 lots and dedicate a right of way to extension of Diane Drive for a cul de sac. The subdivision regulations require a minimum radius of the pavement to be 45°, unless the Plan Commission varies that requirement. The construction plans indicating the details of the pavement widths be prepared for the final CSM.
- 3. The sanitary sewer extension will be shallow requiring the insulation of the main and ejector pumps for basement sanitary sewer service.
- 3. The petitioner will be required to pay the parkland and park improvement impact fees for lots.

STAFF RECOMMENDATION

Staff recommends the Plan Commission recommend approval of the proposed preliminary 2 lot CSM for the parcel west of Diane Drive subject to the following conditions:

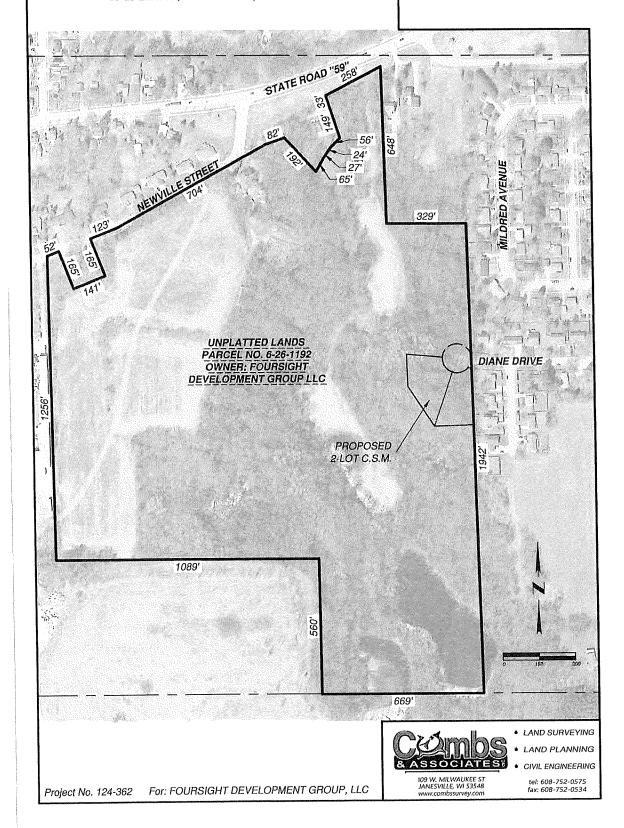
- 1. The final CSM indicates all easements.
- 2. The parcels are rezoned prior to establishing any single family structures.
- 3. The petitioner pays the \$20 platting fee for the two new lots.
- 4. The owner pays the parkland and park improvement impact fees in the amount of \$890.91 per housing unit at the time a building permit is issued.

- 5. The petitioner complies with the stormwater requirements.
- 6. The city approves the street construction plans.

PRELIMINARY CERTIFIED SURVEY MAP OF PART OF ASSESSOR'S PLAT OUTLOT 272 AND ALL OF OUTLOT 273 SITUATED IN THE NORTHEAST AND SOUTHEAST QUARTERS OF THE NORTHEAST QUARTER OF SECTION 10, T.4N., R.12E., OF THE 4TH PM, CITY OF EDGERTON, ROCK COUNTY, WISCONSIN. NE CORNER OF SECTION 10-4-12 UNPLATTED LANDS 60 FOOT RADIUS CUL DE SAC TO BE "DEDICATED TO THE PUBLIC" P60 149' **DIANE DRIVE** 15' (66' PUBLIC RIGHT OF WAY) 134 L=71 LOT 1 0.79 ACRES LOT 3 HENDRICK SUBDIVISION 235 LOT 2 LOT 4 HENDRICK SUBDIVISION 0.62 ACRES 刨 LOT S HENDRICK SUBDIVISION UNPLATTED LANDS 161 E CORNER OF SECTION 10-4-12 CREATES 2 RESIDENTIAL LOTS WITH A DEDICATED CUL DE SAC RIGHT OF WAY. LAND SURVEYING THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED. LAND PLANNING THE BASIS OF BEARINGS IS ASSUMED CIVIL ENGINEERING 109 W. MILWAUKEE ST JANESVILLE, WI 53548 www.combssurvey.com tel: 608-752-0575 fax: 608-752-0534 For: FOURSIGHT DEVELOPMENT GROUP, LLC Project No. 124-362

PRELIMINARY CERTIFIED SURVEY MAP

OF PART OF ASSESSOR'S PLAT OUTLOT 272 AND ALL OF OUTLOT 273 SITUATED IN THE NORTHEAST AND SOUTHEAST QUARTERS OF THE NORTHEAST QUARTER OF SECTION 10, T.4N., R.12E., OF THE 4TH PM, CITY OF EDGERTON, ROCK COUNTY, WISCONSIN.



FROM: Ramona Flanigan

MEETING DATE: September 18, 2024

GENERAL DESCRIPTION

Description of Request: Release of existing easement

Location: 116 Swift Street

Applicant: City of Edgerton

Current Zoning/Land Use: O-1 / parking lot

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the <u>Edgerton Zoning and Land Division</u> Ordinances and has the following comments:

The City will take ownership of 116 Swift St for a brief period before transferring the property to Populance for the redevelopment of the Child High School. During the brief time the city owns the parcel, the city should release an access easement that is no longer needed due to the reconfiguration of the parking lot. A new access easement will be recorded in the location of the new driveway. (See attached)

