

## **Plan Commission**

### *Regular Meeting Minutes*

Village of Cross Plains  
Rosemary Garfoot Public Library – Community Room  
2107 Julius Street  
Cross Plains, WI 53528  
(608) 798-3241

**Tuesday, April 14, 2020**  
**7:00 pm**

#### **I. Call to Order, Roll Call – Plan Commission**

President Lengfeld called the Regular Plan Commission meeting to order at 7:00 pm.

Present: Commissioners Todd Duquette, Randy Case, Kevin Thusius, Cliff Zander, Judy Ketelboeter, Eric Padrutt, and President Jay Lengfeld.

Also present: Village Administrator/Clerk Bill Chang, Katy and Dale Ripp, and Luke and Keith McNeely.

Attended by WebEx: Public Facilities Director Jerry Gray, Village Planner Mike Slavney, Village Engineer Brian Berquist, Mike Endres, Seth Johnson, Chris Zimmerman, Kevin Murphy, Trenton Estabrook, Loveday Herrling, and Ron Klaas.

#### **II. Public Comment - None**

#### **III. General Business – Regular Meeting**

##### **1) Approval of the minutes from the Plan Commission meeting held March 2, 2020.**

A motion was made by Trustee Ketelboeter, seconded by Commissioner Case, and unanimously carried by the Plan Commission, to approve the March 2, 2020 Plan Commission meeting minutes.

##### **2) Public Hearing for a petition for a Conditional Use Permit to Redevelop the Facility Located at 1805 Bourbon Road, Cross Plains, WI for a Multi-Tenant Commercial Use.**

A motion was made by Trustee Thusius, seconded by Trustee Ketelboeter, and unanimously carried by the Plan Commission, to open the public hearing for a petition for a Conditional Use Permit to Redevelop the Facility Located at 1805 Bourbon Road, Cross Plains, WI for a Multi-Tenant Commercial Use.

Hearing no comments, a motion was made by Commissioner Duquette, seconded by Commissioner Zander, and unanimously carried by the Plan Commission, to close the public hearing.

**3) Discussion and Possible Action regarding the Conditional Use Permit Application to allow for Multi-Tenant Commercial Units at 1805 Bourbon Rd, Cross Plains, WI.**

Following discussion, a motion was made by Commissioner Duquette and seconded by Commissioner Case to recommend the approval of the Conditional Use Permit Application to allow for Multi-Tenant Commercial Units at 1805 Bourbon Rd, Cross Plains, WI with the recommended conditions as presented. A voice vote was requested. Motion dies due to lack of support.

A motion was made by Trustee Thusius, seconded by Trustee Duquette to recommend the approval of the Conditional Use Permit Application to allow for Multi-Tenant Commercial Units at 1805 Bourbon Rd, Cross Plains, WI with the following conditions:

- 1) Restrict the type of tenants for offices to those commercial uses similar to the current parking restrictions (i.e. 1 parking stall per 300 sq ft.)
- 2) Site plan review and approval required for improved use of lower level.
- 3) This conditional use permit shall supersede any previous permits.
- 4) Owner shall comply with lighting and signage regulation or bring into compliance.

Voice vote requested. Trustee Ketelboeter abstained. Motion carries, 6-0-1.

**4) Public Hearing for a petition to rezone the property at 1909 Main Street from Main Street Mixed Use to Planned Development.**

A motion was made by Trustee Ketelboeter, seconded by Commissioner Padrutt, and unanimously carried by the Plan Commission, to open the Public Hearing for a petition to rezone the property at 1909 Main Street from Main Street Mixed Use to Planned Development.

Hearing no comments, a motion was made by Trustee Thusius, seconded by Commissioner Duquette, and unanimously carried by the Plan Commission, to close the public hearing.

**5) Discussion and possible action regarding the petition to rezone the property at 1909 Main Street from Main Street Mixed Use to Planned Development, specifically regarding the General Development Plan.**

A motion was made by Trustee Ketelboeter and seconded by Trustee Thusius, to recommend the approval of the petition to rezone the property at 1909 Main Street

from Main Street Mixed Use to Planned Development, specifically regarding the General Development Plan. Roll call vote requested. YES – Commissioners Duquette, Case, Padrutt, Zander, Trustees Thusius and Ketelboeter, and President Lengfeld. NO – none. Motion carries 7-0.

**6) Discussion and possible action regarding the Specific Implementation Plan for the redevelopment of 1909 Main Street.**

A motion was made by Commissioner Case and seconded by Commissioner Padrutt, to recommend the approval of the Specific Implementation Plan for the redevelopment of 1909 Main Street. Roll call vote requested. YES – Commissioners Duquette, Case, Padrutt, Zander, Trustees Thusius and Ketelboeter, and President Lengfeld. NO – none. Motion carries 7-0.

**7) Review and Possible action regarding the division of Lot #1, C.S.M. #5574, Located in the SE 1/4 of the NE 1/4 of the NE 1/4, Section 3, T07N, R07E, Village of Cross Plains, Dane County, WI (2305 Church Street).**

A motion was made by Trustee Thusius and seconded by Trustee Ketelboeter, to recommend the approval of the division of Lot #1, C.S.M. #5574, Located in the SE 1/4 of the NE 1/4 of the NE 1/4, Section 3, T07N, R07E, Village of Cross Plains, Dane County, WI (2305 Church Street). Roll call vote requested. YES – Commissioners Duquette, Case, Padrutt, Zander, Trustees Thusius and Ketelboeter, and President Lengfeld. NO – none. Motion carries 7-0.

**8) Discussion and Possible Action Regarding the Concept Plan and Revised Preliminary Plat for Creek Crossing at St. Francis Residential Subdivision.**

There was a presentation on the concept plan and revised preliminary plat for Creek Crossing at St. Francis Residential Subdivision by Ron Klaas of D’Onofrio Kottke and Associates.

**V. Adjournment**

A motion was made by Trustee Ketelboeter and seconded by Trustee Thusius, and unanimously carried Plan Commission to adjourn at 8:39 pm.

Proper notice of this meeting was given to the public and posted on the public bulletin boards in accordance with the Open Meeting Law.

Respectfully submitted,



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Bill Chang  
Village Administrator/Clerk