

Regular Plan Commission Meeting

Meeting Minutes

Village of Cross Plains

2417 Brewery Road, PO Box 97

Cross Plains, WI 53528

(608) 798-3241

Monday, July 1, 2013

7:00 pm

I. Call to Order and Roll Call

President Andreoni called the regular Plan Commission meeting to order at 7:02 pm.

Present: Commissioners Doug Brunner, Todd Duquette, Lee Sorensen, Tim Statz, Randy Case, Mitch Hogan and President Pat Andreoni.

Also Present: Wade Wyse, Troy Mleziva, Gerald T. Boehner and Linda Niebuhr.

II. Public Comment – None

III. General Business

1. Discussion and action regarding the minutes of the regular meeting held on June 3, 2013. – A motion was made by Commissioner Case, seconded by Commissioner Brunner, and unanimously carried by the Plan Commission to approve the minutes of the regular meeting held on June 3, 2013.

2. Request from Kwik Trip for the property located at 2508 Main Street for a Conditional Use Permit to construct a new gas station and convenience store.

a. Public Hearing

- A motion was made by Commissioner Brunner, seconded by Commissioner Duquette, and unanimously carried by the Plan Commission to open the public hearing at 7:03 pm.
- No public comments were received.
- A motion was made by Commissioner Duquette, seconded by Commissioner Brunner, and unanimously carried by the Plan Commission to close the public hearing at 7:04 pm.

b. Discussion and action to make a recommendation to the Village Board – Following discussion, a motion was made by Commissioner Brunner, seconded by Commissioner Sorensen, and unanimously carried by the Plan Commission to recommend to the Village Board approval of the application for a Conditional Use Permit for Kwik Trip located at 2508 Main Street in order to construct a new gas station and convenience store subject to the following conditions:

1. Approval is granted contingent upon Kwik Trip taking ownership of the property it needs to develop.

2. A pedestrian walkway will be established that connects the main entrance for the building to the sidewalk on Main Street.
3. The doors to the garbage receptacle enclosure will be decorative in nature and subject to Village Staff approval.
4. The lighting plans for the project will be reviewed with the lighting plans for the Highway 14 reconstruction to ensure there will be no light trespassing.
5. Additional landscaping will be added around the planned picnic table area.
6. Brick will be added to the columns adjacent to the fuel islands to match the building.
7. The street trees will be revised to landscaping options that are smaller, more decorative, and less maintenance subject to Village Staff review.
8. The developer is encouraged to use black as the preferred color for light poles on the project site to match the black street light poles planned for the Highway 14 project.
9. Decorative trees and/or shrubs will be utilized on the building corner islands.
10. The parking as presented provides 26 parking stalls and is further credited with an additional 16 parking stalls adjacent to the fuel pumps for a total of 42 parking stalls.

3. Discussion and action regarding a proposed Certified Survey Map (CSM) in order to combine lots for the purpose of the new Kwik Trip development located at 2508 Main Street – Following discussion, a motion was made by Commissioner Statz, seconded by Commissioner Brunner, and unanimously carried by the Plan Commission to recommend to the Village Board approval of the Certified Survey Map (CSM) in order to combine lots for the purpose of the new Kwik Trip development located at 2508 Main Street subject to the condition that Kwik Trip complete the acquisition of the property listed in the CSM that they do not currently own.

IV. Adjournment

A motion was made by Commissioner Sorensen, seconded by Commissioner Duquette and unanimously carried that the Plan Commission to adjourn the meeting at 7:50 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

Thomas E. Malone
Assistant Village Administrator