

Regular Meeting Notice and Agenda for:

*Village Board
Plan Commission
Zoning Board of Appeals*

Village of Cross Plains
2417 Brewery Road, PO Box 97
Cross Plains, WI 53528
(608) 798-3241

**Wednesday, September 18, 2013
6:00 pm**

- I. Call to Order and Roll Call
- II. Discussion led by Vandewalle and Associates regarding Key Policy Issues within the Zoning Code Re-Write Project.
- III. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or matt@cross-plains.wi.us.



VANDEWALLE & ASSOCIATES INC.

To: Village of Cross Plains
From: Jessica Schmiedicke, AICP
Date: September 6, 2013
Re: Zoning Rewrite Project – Key Policy Directions Meeting

As we wrap up the issues identification stage of the Zoning Rewrite Project, we will be holding a Key Policy Directions Meeting with the Plan Commission and Village Board to discuss important issues that will help us write the first draft of the new Zoning Code. This meeting will be held on Wednesday, September 18th at 6:00pm at the Village Hall.

The enclosed materials will be discussed at the meeting:

- Key Policy Issues Decision Guide (lists 13 policy issues to be discussed)
- Policy Directions Meeting Presentation (provides photo examples and details about the policy issues in the Decision Guide)
- Proposed Zoning District Details (lists the draft new zoning districts including density/lot sizes and general uses for each district)

Please review the Key Policy Issues Decision Guide spreadsheet in advance of the meeting since you may want to discuss some of these topics with your constituents. You will see that signage is not on the spreadsheet. We feel we have many other issues to cover at the meeting and will not have adequate time to devote to this topic. Signage will be addressed at a future Plan Commission work session on the Zoning Code.

We look forward to discussing these issues with you on September 18th.

Village of Cross Plains Zoning Code Rewrite Project

Key Policy Issues Decision Guide

Item #	Section #	Policy Issue	Description	Consultant Comments/Recommendation	Initial Reaction
1	4.03	Accessory Structure Location	Current code requires detached accessory structures, including garages and sheds, to be located in the rear yard.	This requirement can be difficult to meet in the old parts of the Village with narrower lots and in lots that have physical challenges. However, it creates an attractive street view, ensures consistency, and promotes higher property values. We recommend carrying this policy forward to the new zoning code.	
2	4.05(4)(C)	Accessory Structure Size & Number	Current code allows one storage shed up to 196 square feet.	We recommend allowing 2 sheds and a total of 250 square feet.	
3	4.05(4)(B)	Garage Space	Current code allows garage space for up to 3 vehicles for each single family lot and up to 2 vehicles per unit for duplexes.	Some Dane County communities have a maximum size in square feet (e.g., 1,000 sq ft=2.5 car garage). We recommend carrying the Village's current policy forward.	
4	4.29	Home Occupations	Current code allows one outside employee, use of 25% of the floor area, and no outdoor storage.	These are common standards for small communities. The Plan Commission and the Village Board may wish to discuss the difference between a low impact home occupation such as a professional office and a business that is run out of a home and takes place elsewhere.	
5	4.32	Nonconforming Situations	Current code prohibit expansions of nonconforming <u>uses</u> . State law now mandates permitted replacement of nonconforming structures if destroyed by a natural disaster.	We recommend updating this section and addressing all nonconforming situations including uses, structures, lots, and sites.	
6	4.31(2)(B)	Fences	Current code allow fences 6 feet tall in rear or side yards behind the front facade of the house. Security fences 10 feet tall are permitted in all other districts.	We recommend lowering the height to 8 feet in business districts, except Neighborhood Mixed Use where the residential standards should apply. We also recommend limiting the use of chain link in residential districts. The Plan Commission and Village Board should discuss requiring a survey as part of the fence permit.	
7	NA	Design Standards Approach	Village has standalone Downtown Design Standards adopted in 2009.	We recommend (1) incorporating similar design requirements into the new Main Street Mixed Use zoning district, and (2) incorporating general Village-wide design standards into the zoning code.	
8	NA	Exterior Building Materials	The Downtown Design Standards prohibit the following materials: gravel aggregate, vertical metal or wood siding, and vinyl siding.	We recommend carrying this forward. We also recommends prohibiting the following Village-wide for new buildings and additions: plain concrete walls or panels, smooth-faced cinder or concrete block, asphaltic siding, plywood and other composite materials, and metal siding (except in the industrial districts).	
9	NA	Parking Lot Screening	Should the new zoning code require that parking lots be screened with landscaping, a short wall, or wrought iron fence at the street right-of-way?	We recommend requiring a parking lot screening for lots over a certain size along Main Street or Village wide that will set Cross Plains apart from other communities.	
10	NA	Stormwater Infiltration	The Downtown Design Standards for stormwater infiltration apply to both existing and new impervious surfaces whenever impervious surfaces are increased on a parcel.	The new state budget prohibits municipalities from enacting ordinances that are more stringent than the state's uniform stormwater management standards.	
11	NA	Sustainable Development	The Downtown Design Standards require incorporation of "sustainable" features.	We recommend carrying it forward and carefully defining what constitutes a sustainable feature and what triggers the requirement.	
12	NA	Landscaping	Current code does not include regulations for site landscaping.	We recommend incorporating a point-based system into the new code for building foundations, yard areas, street frontages, paved areas, and bufferyards between different zoning districts. Single family and two-family uses are typically exempt from landscaping requirements.	
13	NA	Temporary Shelter Structures	Should the new code regulate temporary shelter structures?	These structures offer a low cost storage option but can cause aesthetic concerns with neighbors. Most of our clients do not allow them.	

Village of Cross Plains Zoning Code Rewrite
Key Policy Directions Meeting

Sept. 18
6:00pm

Agenda

1. Meeting Overview
2. Process Update
3. Review Proposed Zoning District Mix
4. Discuss Other Policy Issues
5. Next Steps
6. Adjourn

Process Update

- 12 Month Process
- Fall/Winter: Prepare and Review Code Text Draft #1
- Early Spring 2014: Public Review and Adoption of Code Text
- Spring/Summer: Zoning Map

Proposed Zoning District Mix

- Residential Districts
- Mixed Use Districts
- Industrial Districts
- Other Districts

**Village of Cross Plains Zoning Code Rewrite
Draft Proposed Zoning Districts**

Proposed District Name	Abbr.	Comparable Current District	Density/ Lot Size	Open Space/ Recreation/ Special	Land Uses					
					Agricultural	Residential	Institutional	Office	Commercial	Industrial
Conservation	C	C	No minimum lot size							
Rural Holding-35	RH-35	A	1 du / 35 ac 5 acres							
Single Family Residential - 1	SR-1	None	1 du/ac 1 acre					CUP		
Single Family Residential - 3	SR-3	None	3 du/ac 12,000 sq ft					CUP		
Single Family Residential - 4	SR-4	R1	4 du/ac 9,600 sq ft							
Single Family Residential - 5	SR-5	None	5 du/ac 7,200 sq ft					CUP		
Duplex Residential - 6	DR-6	R2	6 du/ac 7,200 sq ft - SF 12,000 sq ft/du - TF					CUP		
Multi-Family Residential - 8	MR-8	RM	8 du/ac 7,200 sq ft - SF 12,500 sq ft/du - D 4,000 sq ft/du - TH 4,500 sq ft/du - other			4-unit by right 8-unit max		CUP		
Multi-Family Residential - 16	MR-16	None	16 du / ac 7,200 sq ft - SF 12,500 sq ft/du - D 6,000 sq ft/du - TH 2,500 sq ft/du - other			8-unit by right 16-unit max		CUP		
Neighborhood Mixed Use	NMU	None	9,600 sq ft							
Community Mixed Use	CMU	BC	20,000 sq ft			CUP				
Main Street Mixed Use	MSMU	None	None							
Business Park	BP	BCR	20,000 sq ft							
Light Industrial	LI	I	20,000 sq ft							
General Industrial	GI	None	9,600 sq ft							
Mineral Extraction	ME	None	2 acres							
Planned Development	PD	PDD-C, PDD-R	Per GDP						Per General Develop Plan	

Note: SF: Single Family TF: Two Family D: Duplex TH: Twin House Other: 3+ dwelling units

Residential Districts

- Single Family Residential - 1, 3, 4, 5,
- Duplex Residential - 6
- Multi-Family Residential - 8
- Multi-Family Residential - 16



Mixed Use Districts

- Neighborhood Mixed Use
- Community Mixed Use
- Main Street Mixed Use



Industrial Districts

- Business Park
- Light Industrial
- General Industrial
- Mineral Extraction



Special Districts

- Conservation
- Rural Holding – 35
- Planned Development



Agenda

1. Introductions and Meeting Overview
2. Process Update
3. Discuss Proposed Zoning District Mix
4. **Discuss Other Policy Issues**
5. Next Steps
6. Adjourn

Accessory Structures

Current code requires detached accessory structures, including garages and sheds, to be located in the rear yard



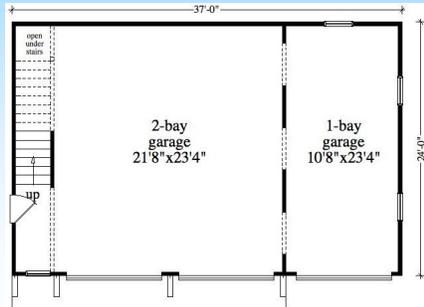
Accessory Structures

Current code allows one storage shed up to 196 square feet



Garage Space

Current code allows garage space for up to 3 vehicles



Home Occupations

Current code allows one outside employee, use of 25% of the floor area, and no outdoor storage



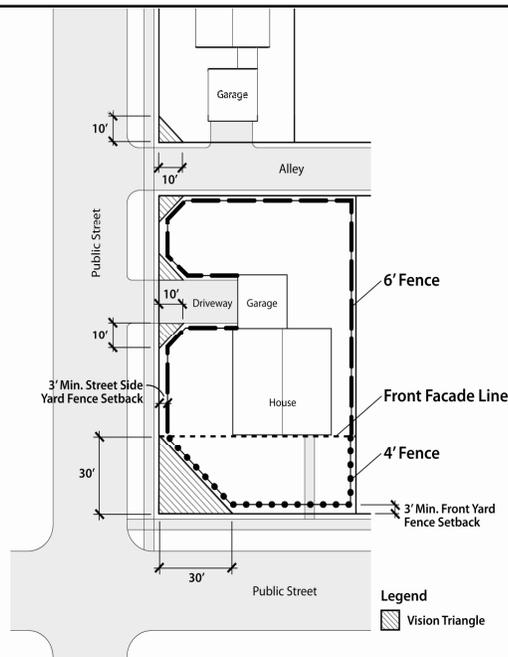
Non-Conforming Situations

- Nonconforming uses
- Nonconforming and substandard lots
- Nonconforming structures
- Nonconforming sites
 - Landscaping
 - Lighting
 - Building materials

Fences

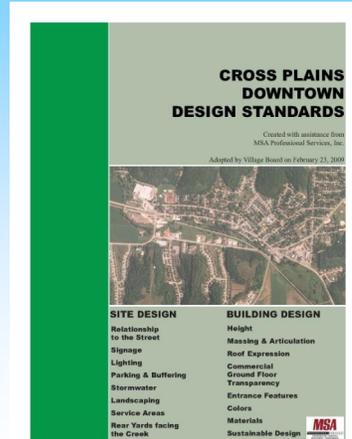
Current code allows:

- 6 feet tall in rear and side yards behind the front façade of the house
- Up to 10 feet in all other districts



Design Standards Approach

- Village has standalone Downtown Design Standards adopted in 2009
- Consultant recommends:
 - Incorporating similar design requirements into the new Main Street Mixed Use zoning district
 - Incorporating general Village-wide design standards into the zoning code



Village Wide Design Standards

- Site design
- Franchise architecture
- Anti-monotony
- Exterior building materials
- Dumpster enclosures
- Bike and pedestrian access



Exterior Building Materials

Prohibit in the Main Street Mixed Use District:

- Gravel aggregate
- Vertical metal siding
- Vertical wood siding
- Vinyl siding

Prohibit Village wide:

- Plain concrete walls or panels
- Smooth cinder or concrete block
- Asphaltic siding
- Plywood and other composite materials
- Metal siding (except in the industrial districts)

Parking Lot Screening

Consider requiring screening parking lots with features like landscaping, a short wall, or fence at the street right-of-way



Stormwater Infiltration

The Downtown Design Standards for stormwater infiltration apply to both existing and new impervious surfaces whenever impervious surfaces are increased on a parcel



Sustainable Development

The Downtown Design Standards require incorporation of "sustainable" features

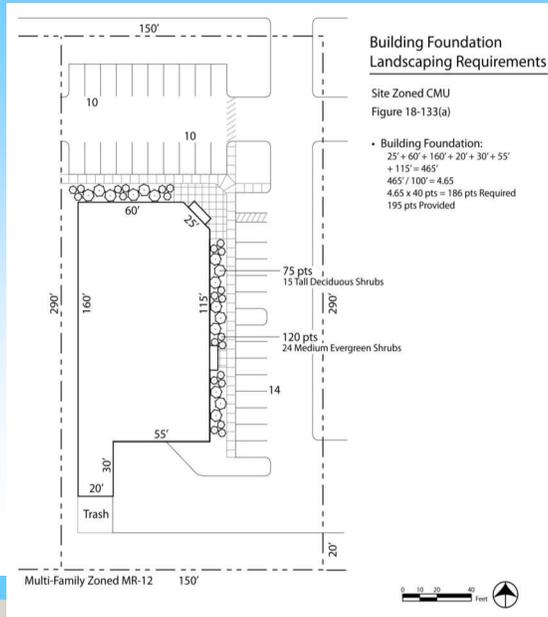


Landscaping

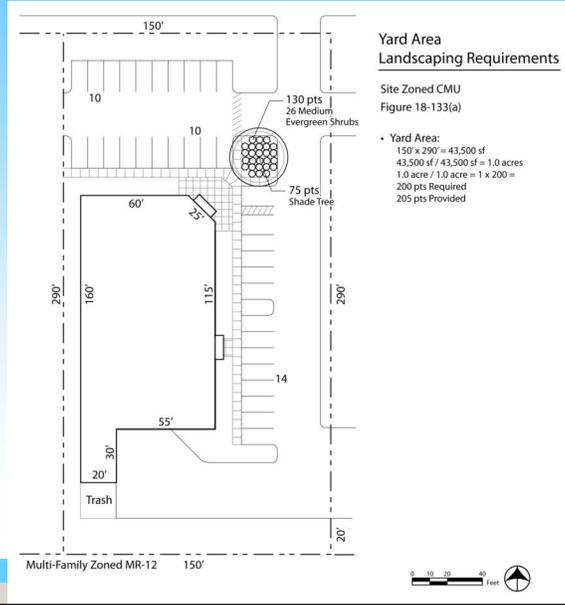
Point-based system in the new code for:

- Building foundations
- Yard areas
- Street frontages
- Paved areas
- Bufferyards between different zoning districts

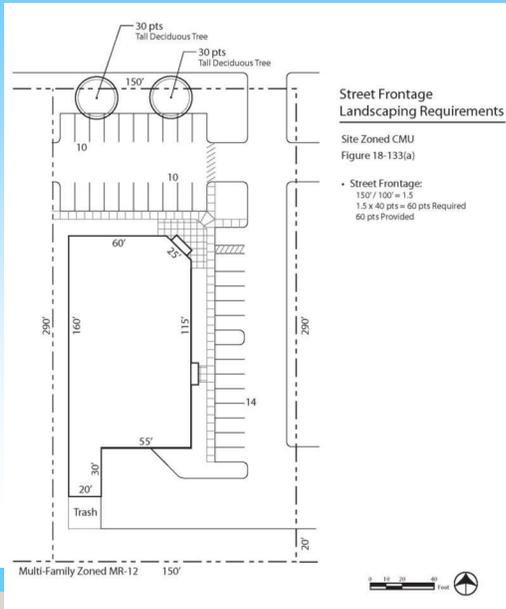
Landscaping – Building Foundations



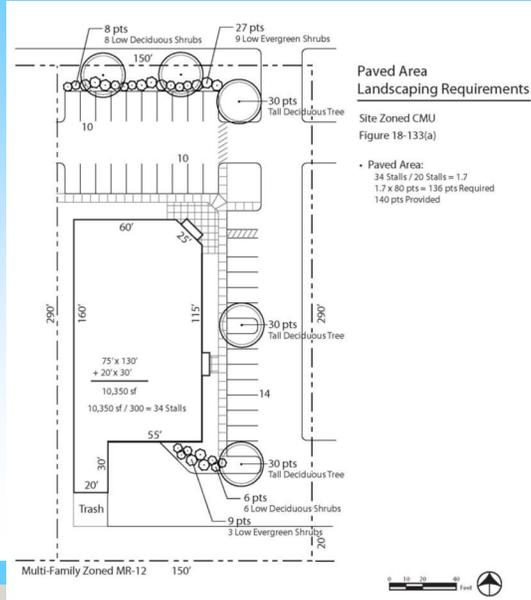
Landscaping – Yard Areas



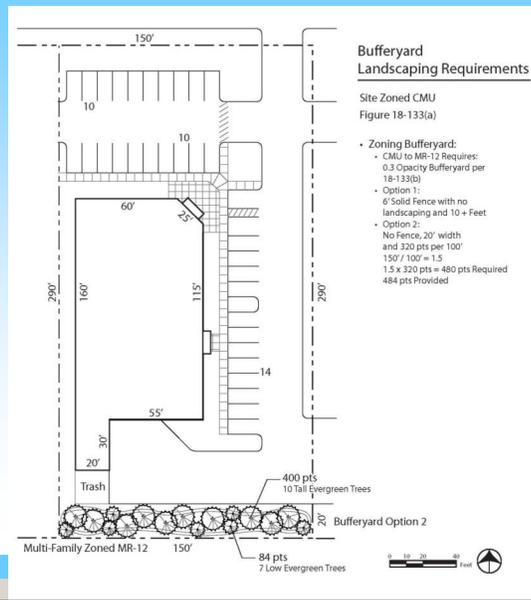
Landscaping – Street Frontage



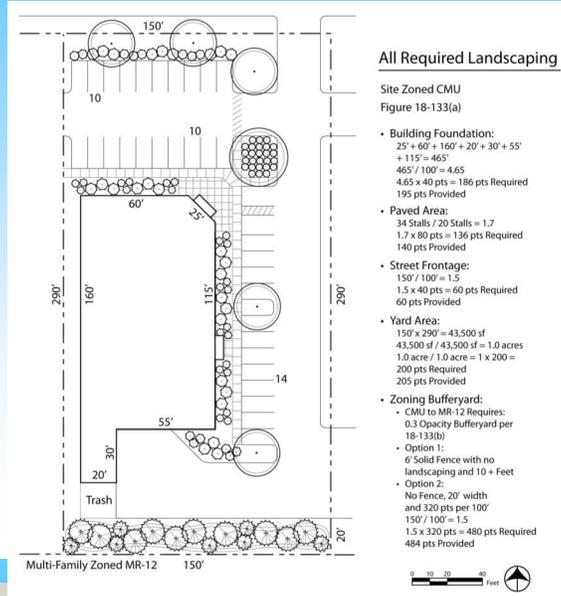
Landscaping – Paved Area



Landscaping – Bufferyard



Landscaping – All



Temporary Shelter Structures



Next Steps

- Prepare Zoning Ordinance Draft #1
- Staff Review
- Schedule Committee meeting to review Draft #1

**Questions, Comments,
and Discussion**

Village of Cross Plains Zoning Code Rewrite Draft Proposed Zoning Districts

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