

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

Monday, March 1, 2021

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.

II. Roll Call:

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

Also present: Village Administrator Bill Chang and Michael Pomykalski.

Attended Virtually: Village Planner Mike Slavney, Public Facilities Director Jerry Gray, Village Engineer Brian Berquist, Jim Rodgers, Ron Klaas, Jeff Lee, Vern Jesse, Nick Hughes, and Tom Kourakis.

III. Pledge of Allegiance – Everyone joined in the Pledge of Allegiance.

IV. Public Comment –

Michael Pomykalski, 3017 Melody Parkway – Spoke regarding the Creek Crossing Final Plat and expressed concern over the design of pavers over vegetation in the road circle planned on Laufenberg Blvd. He also expressed concern over the use of gravel on the shoulders of Laufenberg Blvd.

III. General Business – Regular Meeting

1) Approval of the Minutes from the February 1, 2021 Plan Commission meeting.

A motion was made by Trustee Ketelboeter, second by Trustee Thusius, and unanimously carried by the Plan Commission, to approve the meeting minutes from February 1, 2021.

2) Discussion and Possible Actions Regarding Creek Crossing at St. Francis Final Plat.

A. Review and Recommend a Waiver from Section 83.19(b) Adjusting the Minimum Rate of Infiltration to 90%.

A motion was made by Commissioner DuQuette and second by President Lengfeld, to recommend approval of the waiver from section 83.19(b) adjusting the minimum rate of infiltration to 90%. A roll call vote was requested. YES – Trustee Ketelboeter, Commissioners DuQuette, Case, Zander, Padrutt, Trustee Thusius, and President Lengfeld. NO – None. Motion carries, 7-0.

B. Review and Recommend a Waiver from Section 83.83(c) Waiving the Minimum Lot Width and Minimum Lot Area to Meet the Requirements Specified in Chapter 84 for the Specific Zoning Districts.

A motion was made by President Lengfeld and second by Commissioner Zander, to recommend approval of the waiver from section 83.83(c) waiving the minimum lot width and minimum lot area to meet the requirements specified in chapter 84 for the specific zoning districts. A roll call vote was requested. YES – Trustee Thusius, Commissioners Case, DuQuette, Padrutt, Zander, Trustee Ketelboeter, and President Lengfeld. NO – None. Motion carries, 7-0.

C. Review and Recommend a Waiver from Section 83.79, Allowing the Minimum Right of Way Width of Angelus Way to 60 ft.

A motion was made by Commissioner Case and second by Commissioner DuQuette, to recommend approval of the waiver from section 83.79, allowing the minimum right of way width of angelus way to 60 ft. A roll call vote was requested. YES – Commissioners Case, DuQuette, Zander, Padrutt, Trustees Thusius and Ketelboeter, and President Lengfeld. NO – None. Motion carries, 7-0.

D. Review and Recommend the Creek Crossing at St. Francis Final Plat.

After review of the Creek Crossing at St. Francis Final Plat, the Developer requested an additional waiver from section 83.79(d)(1)c of the Municipal Code; to allow the minimum radius of curvature on the Conrad Drive to 100 feet.

A motion was made by Commissioner DuQuette and second by Trustee Thusius, to recommend approval of the waiver from section 83.79(d)(1)c of the Municipal Code; to allow the minimum radius of curvature on the Conrad Drive to 100 feet. A roll call vote was requested. YES – Commissioners Padrutt, Zander, DuQuette, Case, Trustees Thusius and Ketelboeter, and President Lengfeld. NO – None. Motion carries, 7-0.

A motion was made by Commissioner Case and second by Trustee Ketelboeter, to recommend approval of the Creek Crossing at St. Francis Final Plat. A roll call vote was requested. YES – Commissioners DuQuette, case, zander Padrutt, Trustees Ketelboeter and Thusius, and President Lengfeld. NO – None. Motion carries, 7-0.

3) Discussion and Possible Action Regarding 2100 American Legion Drive Concept Redevelopment Plan.

A motion was mad By Commissioner Padrutt, second by Commissioner Case, and unanimously carried by the Plan Commission, to recommend approval of the 2100 American Legion Drive Concept Redevelopment Plan with the three offsite parking stalls.

4) Conceptual Site Plan Review for 2708 Birchwood Drive – Swimming Pool Proposal.

After discussion, the Plan Commission advised the applicant to reconsider placement of the swimming pool to the residential district. No action was taken.

5) Discussion and Possible Action Regarding Eugene Maier ETJ CSM Review.

A motion was made by Commissioner DuQuette, second by Commissioner Case, and unanimously carried by the Plan Commission, to recommend approval of the Eugene Maier Certified Survey Map.

6) Discussion and Possible Action Regarding the Village Street Light Policy.

A motion was made by Trustee Thusius, second by Commissioner DuQuette, and unanimously carried by the Plan Commission, to recommend approval of the Village Street Light Policy.

7) Review of the Village Zoning Code.

There was a discussion regarding the uses allowed under conditional use permit process.

8) Discussion on Land Use Trends and Needs in the Village of Cross Plains.

There was a discussion regarding current residential trends and the commercial real estate market in Cross Plains.

9) Discussion and Possible Action Setting the Date and Time from Future Plan Commission Meetings.

A motion was made by Trustee Ketelboeter, second by Commissioner Case, and unanimously carried by the Plan Commission to move future Plan Commission meetings to 6:00pm on the first Mondays of the month.

VI. Adjournment

A motion was made by Commissioner DuQuette, second by Trustee Thusius, and unanimously carried by the Plan Commission, to adjourn at 9:01 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,

A handwritten signature in black ink that reads "Bill Chang". The signature is written in a cursive, slightly slanted style.

Bill Chang
Village Administrator/
Economic Development and Tourism Director